

United States Environmental Protection Agency POSITION DESCRIPTION COVERSHEET		1. DUTY LOCATION Atlanta, GA		2. POSITION NUMBER [REDACTED]	
3. CLASSIFICATION ACTION a. Reference of Series and Date of Standards Used to Classify this Position US OPMPS for Misc. Administrative Analysis Evaluation Guide (AAVEG) (02/95) GS-301 (01/79) and USPPM					
b. Title Special Assistant		c. Pay Plan GS	d. Series 0301	e. Grade 13	f. CLC 001
4. Supervisor's Recommendation Special Assistant		GS	0301	13	
5. ORGANIZATIONAL TITLE OF POSITION (if any)		6. NAME OF EMPLOYEE [REDACTED] (Temp. prom)			
7. ORGANIZATION (Give complete organizational breakdown)		c.			
a. U.S. ENVIRONMENTAL PROTECTION AGENCY		f.			
b. Office of Policy and Management		g.			
c. Immediate Office		h. Employing Office Location			
d.		i. Organization Code 90420100 TOA 00000			
8. SUPERVISORY STATUS					
<input type="checkbox"/> [2] Supervisor or Manager Position requires the exercise of supervisory or managerial responsibilities that meet, at least, the minimum requirements for application of the General Schedule Supervisory Guide (GSSG) or similar standards for minimum supervisory responsibility specified in other position classification standards. <input type="checkbox"/> [4] Supervisor Position meets the definition of Supervisor in 5 U.S.C. 7103(a)(10), but does not meet the minimum requirements for application of the GSSG. <input type="checkbox"/> [5] Management Official Position meets the definition of Management Official in 5 U.S.C. 7103(a)(11), but does not meet the GSSG definition of Supervisor/Manager or the definition of Supervisor in 5 U.S.C. 7103(a)(10). <input type="checkbox"/> [6] Lead Position leads a team performing one-grade interval work and meets the minimum requirements for application of Part I of the Work Leader Grade Evaluation Guide (WL GEG) or is under a wage system and meets similar minimum requirements as specified by those job standards or other directives of the applicable pay system. <input type="checkbox"/> [7] Team Leader Position leads a team performing two-grade interval work and meets the minimum requirements for application of Part II of the WL GEG. <input checked="" type="checkbox"/> [8] All Other Positions Position does not meet any of the above definitions. This is a non-supervisor non-managerial position.					
9. SUPERVISORY CERTIFICATION I certify that this is an accurate statement of the major duties and responsibilities of this position and its organizational relationships and that the position is necessary to carry out governmental functions for which I am responsible. The certification is made with the knowledge that this information is to be used for statutory purposes relating to appointment and payment of public funds, and that false or misleading statements may constitute violations of such statutes or their implementing regulations.					
a. Typed Name and Title of Immediate Supervisor Kenneth Lapierre, Acting Assistant Regional Administrator		d. Typed Name and Title of Second-Level Supervisor A. Stanley Meiburg, Acting Regional Administrator			
b. Signature		c. Date	e. Signature		f. Date
10. OFFICIAL CLASSIFICATION CERTIFICATION: I certify that this position has been classified/graded as required by Title 5, U.S. Code in conformance with standards published by the U.S. Office of Personnel Management or, if no published standards apply directly, consistently with the most applicable published standards.					
a. Promotion Potential <input checked="" type="checkbox"/> This position has no promotion potential. <input type="checkbox"/> If position develops as planned and employee progresses satisfactorily, this position has known promotion potential to grade.					
b. PSB Risk Designation <input checked="" type="checkbox"/> 1 Low <input type="checkbox"/> 2 Moderate <input type="checkbox"/> 3 High Security Clearance Required: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		c. Financial Disclosure Form <input type="checkbox"/> OGE-450 Required <input type="checkbox"/> OGE-278 Required <input checked="" type="checkbox"/> No financial disclosure forms required		d. "Identical, Additional" (IA) Allocation This position <input type="checkbox"/> may be IA'ed <input checked="" type="checkbox"/> may not be IA'ed <input type="checkbox"/> is limited to current incumbent	
e. FLSA Determination <input type="checkbox"/> NONEXEMPT <input checked="" type="checkbox"/> EXEMPT* (*check exemption category) <input checked="" type="checkbox"/> Administrative <input type="checkbox"/> Professional <input type="checkbox"/> Executive		f. Functional Classification Code N/A			
g. Bargaining Unit Code 1097		h. Check, if applicable: <input type="checkbox"/> Medical Monitoring Required <input checked="" type="checkbox"/> Extramural Resources Management Duties (0 % of time) <input type="checkbox"/> This position is subject to random drug testing ()		i. Classifier's Signature [REDACTED]	
j. Date					
11. REMARKS Identical to PD 72589 w/exception of office/organization. Previously classified PD established in EPA's office, org code 90411000					

OPM-14-123

United States Environmental Protection Agency POSITION DESCRIPTION COVERSHEET		1. DUTY LOCATION Atlanta, GA		2. [REDACTED] NUMBER	
CLASSIFICATION ACTION a. Reference of Series and Date of Standards Used to Classify this Position OPM PCF for Misc. Administration & Program Series, GS-0301, 1/79; and US OPM Administrative Analysis Grade Evaluation Guide, 8/90.					
b. Title		c. Pay Plan	d. Series	e. Grade	f. CLC
Official Allocation	Special Assistant	GS	0301	13	001
4. Supervisor's Recommendation	Special Assistant	GS	0343	13	
5. ORGANIZATIONAL TITLE OF POSITION (if any)		6. NAME OF EMPLOYEE			
7. ORGANIZATION (Give complete organizational breakdown)		e. [REDACTED]			
a. U.S. ENVIRONMENTAL PROTECTION AGENCY		f.			
b. Office of Regional Administrator		g.			
c. Immediate Office		h. Employing Office Location			
d.		i. Organization Code 90411006			
8. SUPERVISORY STATUS					
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a. Typed Name and Title of Immediate Supervisor Gwendolyn Keyes Fleming, Regional Administrator		d. Typed Name and Title of Second-Level Supervisor			
[REDACTED]		c. Date [REDACTED]		e. Signature [REDACTED]	
[REDACTED]		[REDACTED]		f. Date [REDACTED]	
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g. Bargaining Unit Code 1097		h. Check, if applicable: <input type="checkbox"/> Medical Monitoring Required <input type="checkbox"/> Extramural Resources Management Duties () % of time <input type="checkbox"/> This position is subject to random drug testing ()		i. Classifier's Signature [REDACTED]	
j. Date [REDACTED]					
REMARKS Bus changed per OPM; effective 2/10/2013. (DN)					

SPECIAL ASSISTANT
GS-0301-13

INTRODUCTION

This position is located in the Office of Policy and Management. As Special Assistant to the Assistant Regional Administrator, the incumbent is responsible for assisting the Assistant Regional Administrator and the Deputy Assistant Regional Administrators (DARA) on complex policy issues and coordinating regional office interactions with Headquarters on Strategic Planning and hot issues. Incumbent reports directly to the Assistant Regional Administrator (ARA).

Major Duties and Responsibilities

1. Incumbent reviews proposed policies for completeness of analytical evaluations and for coordination within EPA and with other agencies, states, Congress, and outside constituencies, as directed by the ARA. Reviews briefing papers and policy documents pertaining to prominent and emerging issues for soundness and accuracy to ensure program materials and proposed actions are appropriate. Coordinates closely with the Divisions to ensure that the ARA is provided with information that is administratively in accordance with agency policy and in a well-presented format. These reviews involve complex issues that have a significant impact on industry and public and environmental well-being. Incumbent coordinates with Office Team Leaders, support staff team, other special assistants, scheduler and other key individuals to ensure a smooth flow of documents to appropriate deadlines are met.
2. Identifies program issues which involve particularly difficult or sensitive decision-making actions arising in Region 4 related to regulatory policy, science, technology, and/or legislative mandates. This includes major program activities, outputs, and policy regarding implementation of related programs under the various statutes. Uses a wide range of qualitative and/or quantitative methods to analyze and synthesize pertinent information on prominent and emerging issues which may impact the Region; anticipates potential questions, problems, or policy issues which subsequently may arise, and brings these to the ARA's attention. Ensures potentially controversial/complex approaches or positions on prominent and emerging issues are fully analyzed and discussed with appropriate staff and management before decisions are made. Assures quality control of products (i.e. clarity, consideration of alternatives and adequacy of analytical support information). Continually meets with a wide range of Regional program personnel to keep abreast of latest issues and developments to track critical items for the ARA. Monitors activity and developments at the national, state and local levels as well as at the EPA Agency level and in the public forum (e.g., in the press) to keep the ARA fully informed on latest developments, controversies, and positions of various parties involved in or affected by these emerging issues. Reviews, filters, and analyzes incoming information to see that it is communicated and distributed as appropriate in a timely fashion. Collaborates closely with relevant program office staff to ensure that adequate and current summary briefings exist on priority substantive programs and issues, and regional reinvention programs. Ensures appropriate coordination and communication within Region 4 and EPA Headquarters on strategic planning and sensitive issues.

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Serves as the liaison between the Divisional program offices. Coordinates activities/issues that need involvement by the ARA/DARA. Assists the Assistant Regional Administrator by communicating agency priorities, direction, and initiatives for the flow of Regional activity. Incumbent uses own judgment and sensitivity to issues which affect EPA to keep Assistant Regional Administrator advised and organized and to ensure overall balance of the front office. Coordinates special events involving the entire regional office, including staff and management retreats and other regional events and activities.

3. The incumbent coordinates with the Executive Assistant to ensure that the Assistant Regional Administrator's appointment schedule for meetings and events is in accordance with the RA's priorities. Serves as focal point for special requests from EPA Headquarters related to priority issues and visits to Atlanta by Agency and other government Officials. Oversees preparation for Region 4 Executive Leadership Team and other Region 4 and HQ priority requests.
4. Reviews, critiques, edits or originates detailed briefing papers, articles, speeches, or other communications ensuring they are consistent with the concerns of the ARA/DARA, and pertinent Agency policies. Reviews existing statutes, legislation, guidelines, rules, regulations and procedures to assess sensitive policy and program issues that have Regional and/or national significance.

Performs other duties as assigned.

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GS-0301-13**

FACTOR 1: KNOWLEDGE REQUIRED BY THE POSITION – LEVEL 1-8 1550 Points

- Broad knowledge of the Agency's and Region's mission, organization, functions and program operations combined with a mastery of communication principles, practices and techniques, analytical methods and interpersonal relations practices to serve as Special Assistant to the Regional Administrator focusing on strategic planning and prominent and emerging issues.
- Mastery of a wide range of qualitative and/or quantitative methods sufficient to analyze and evaluate pertinent information on prominent and emerging issues which may impact the Region.
- Knowledge of the range of laws, policies, regulations, and precedents applicable to the administration of one or more of important programs sufficient to ensure that the RA is provided with information that is administratively in accordance with agency policy.
- Knowledge of agency program goals and objectives, the sequence and timing of key program events and milestones, and methods of evaluating the worth of program accomplishments.
- Knowledge of relationships with other programs and key administrative support functions within the employing agency.
- Skill in designing and conducting comprehensive management studies, and preparing solutions to especially broad, important, and severe management problems.
- Skill in planning, organizing, and directing team study work, and effectively conducting critical negotiations with management.

FACTOR 2: SUPERVISORY CONTROLS – LEVEL 2-4

450 Points

The employee and supervisor develop a mutually acceptable project plan, which includes identification of the work to be done, the scope of the project, and deadlines for its completion. Within the parameters of the approved project plan, the employee is responsible for planning and organizing the study, and conducting all phases of the project. The employee informs the supervisor of potentially controversial findings, issues, or problems with widespread impact. Completed projects are reviewed by the supervisor for effectiveness in achieving intended objectives.

FACTOR 3: GUIDELINES – LEVEL 3-4

450 Points

The employee must use initiative and resourcefulness in extending or redefining available guidelines because they are often inadequate to deal with unusual cases. The guidelines include general administrative policies and management and organizational theories which require considerable adaptation and or interpretation. The employee develops or redesigns new methods, approaches or criteria to meet the demands of the specific assignment. The incumbent is responsible for using judgment and discretion in determining the intent of such guidelines, and for interpreting and revising existing policies or other guidance materials for use by others. The

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incumbent is recognized as an expert in the development and interpretation of guidance relating to program planning and evaluation of policies on program activities and functions.

FACTOR 4: COMPEXLITY – LEVEL 4-5

325 Points

The work includes planning, coordinating, integrating, and evaluating the overall Regional approach to complex prominent and emerging issues and strategic planning for substantive mission-oriented programs. The incumbent must keep abreast of current issues and latest developments to track critical items for the Regional Administrator, and be familiar with philosophies, opinions, or positions of media organizations or individuals covering the Agency. Because many situations the incumbent will encounter are unusual or at some points unique and no specific set of guidelines could lay out appropriate steps to take, the incumbent must rely on a high degree of insight, logic, expert-level communications experience and sound judgment; the ability to effectively articulate issues and problems to high-level officials; and research and analyze a wide range of issues and recommend actions or solutions affecting programs and the public. Assignments require developing detailed plans, goals, and objectives for the long-range implementation and administration of the program and/or developing criteria for evaluating the effectiveness of the program. Decisions about how to proceed in planning studies, and organizing, and evaluating data are complicated by the complexity of the issues, lack of precedent, and conflicting program goals and objectives. Assignments are further complicated by: the need to deal with subjective concepts such as value judgments; the quality and quantity of actions are measurable primarily in predictive terms; and the findings and conclusions are highly subjective and not readily susceptible to verification through replication of study methods or reevaluation of results.

FACTOR 5: SCOPE AND EFFECT – LEVEL 5-5

325 Points

The purpose of the work is to serve as a special assistant to the ARA and a liaison between the Divisional program offices and the Immediate Office of the ARA by: coordinating activities/issues that need involvement by the ARA; reviewing briefing papers and policy documents pertaining to emerging issues for soundness and accuracy; ensuring program materials and proposed actions are appropriate; and communicating agency priorities, direction, and initiatives for the flow of Regional activity. Work products prepared are typically complete decision packages, staff studies, and recommendations which upon implementation would significantly affect the quality and quantity of benefits and services provided to the agency's customers. The work affects the Agency's attainment of program goals, enhances integration of effective communication internally and externally concerning issues arising in the development and operation of regulatory actions and subsequent measures, and contributes to the environmental well-being of a substantial number of people affected by the Agency's programs.

FACTOR 6/7: PERSONAL CONTACTS/PURPOSE OF CONTACTS - LEVEL 3C 180 Points

Personal contacts include a wide range of officials and personnel from within the Region across EPA, EPA Headquarters, other agencies, state and local governments, public interest groups,

**SPECIAL ASSISTANT
GS-0301-13**

etc., in unstructured settings. The employee regularly meets with staff in EPA program offices, persons representing organizations or groups from outside the employing agency, e.g., consultants, contractors, or business executives. Also, on an ad-hoc basis, the employee has contact with program officials several managerial levels above the employee.

The purpose is to coordinate with and influence managers or other officials to accept and implement findings on prominent and emerging issues which have the potential to impact the Region. Incumbent uses own judgment and sensitivity to issues which affect EPA to keep ARA advised and to advise senior personnel of RA's and HQ positions. As liaison to the Divisions, communicates agency priorities, direction, and initiatives for the flow of Regional activity. Serves on Regional Management Committee to address internal management and communication issues. May encounter resistance due to such issues as organizational conflict, competing objectives or resource problems. A high level of persuasion, tact, and influence are required to gain cooperation, coordination and collaboration among numerous divergent groups and individuals affected by prominent and emerging issues of environmental protection.

FACTOR 8. PHYSICAL DEMANDS – LEVEL 8-1

5 Points

The employee does sedentary work, such as sitting comfortably. There may be some walking, standing, bending, carrying of light items, or driving an automobile. No special physical effort or ability is required to perform the work.

FACTOR 9. WORK ENVIRONMENT – LEVEL 9-1

5 Points

The employee works in an adequately lighted and ventilated office environment. May require occasional travel.

TOTAL POINTS: 3290

Extramural Resources Management Duties Checklist

This checklist must be used with all PDs to identify the percentage of time an employee is engaged in duties related to managing contracts, grants, cooperative agreements, and interagency agreements. For positions requiring performance of these duties for 25% or more of the employee's time, in addition to this checklist, such duties must also be described in the body (major duties area) of the PD.

Employee Information		Percentage of Time Spent on Extramural Resources Management	
Name		XX	This position has no extramural resources management responsibilities.
Position Number			Total extramural resources management duties occupy less than 25% of time.
Title	Special Assistant		Total extramural resources management duties occupy 25% to 50% of time. These duties are indicated below and described in the position description.

Series/Grade	GS-0301-13		Total extramural resources management duties occupy more than 50% of time. These duties are indicated below and described in the position description.
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When this checklist is used as an amendment to a position description, the following signatures are required:

Supervisor's Signature	Date
Personnel Specialist's Signature	Date

Part 1. Contracts Management Duties

			Monitors management and performance of
Pre-award:			delivery orders/work assignments after award
Plans Procurements			Defines scope of work for work assignments
Estimates Costs			Approves payment requests of ACH drawdowns
Obtains funding commitments			Manages cost-reimbursement contracts
Prepares procurement requests			Reviews invoices
Writes statements of work			Inspects and accepts deliverables
Reviews statements of work			Other (list)
Processes unsolicited proposals			
Responds to pre-award inquiries			
Participates in pre-award conferences			Close-out:
Conducts technical evaluation of proposals			Writes reports on contractor performance, costs, and tasks performed
Participates in debriefing/protests			Reconciles payments with work performance
Other (lists)			Closes-out payments
			Performs cost accounting
Post-award:			Provides assistance to Contracting Officer in settling claims
Prepares delivery orders			Other (list)
Reviews contractor work plans			
Reviews contractor progress reports			
Monitors government-furnished property			Percentage of Time Spent on Contracts Management
Monitors cost, management, and overall technical performance of contract after award			%

Continued

Part 2. Grants/Cooperative Agreements Duties	Advises Grants Management Office of potential
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			problems/issues
Pre-application/Application:		Participates in decisions/actions to ensure	
Prepares solicitation for proposals		successful project completion and in decisions to	
Identifies potential grantees for area of program emphasis		impose sanctions	
Makes initial determinations (whether project is procurement or assistance, whether agency has legal authority, whether applicant is eligible, whether funding is available, etc.)		Approves payments requests or ACH drawdowns	
Provides administrative information to applicants		Reviews requests for modifications, additional funding, etc., and makes recommendations to Grants Management Office	
Determines appropriateness of applicant's workplan/activities/budget and compliance with regulations and guidelines and negotiates with applicant		Negotiates amendments	
Assists applicant in resolving issues in application		Reviews Cost/Price/Analysis for recipient contracts/change orders (Superfund only)	
For cooperative agreement, determines substantial Federal involvement and develops a condition for agreement		When necessary, recommends termination of the agreement	
Negotiates level of funding		Resolves with Grants Management Office administrative and financial issues	
Conducts site visits to evaluate program capability		Conducts periodic reviews to ensure compliance with agreement	
Serves as resource to Selection Panel		Other (list)	
Informs applicants of funding decisions			
Other (list)			
Award:		Close-out:	
Prepares funding package, including Decision Memorandum		Certifies deliverables were satisfactory and timely	
Obtains concurrences/approvals		Provides assistance to recipients and Grants Management Office to ensure timely close-out	
Reviews/concurs in completed document		Reconciles payment with work performed	
Establishes project file		Notifies recipient of close-out requirements	
Other (list)		Obtains legal assistance if necessary to resolve incomplete close-out	
		If project is audited, responds to issues and ensures recipient complies with audit recommendations	
		Other (list)	
Project Management/Administration:		Percentage of Time Spent on Grants/Cooperative Agreements Management	
Monitors recipient's activities and progress			%
Reviews reports and deliverables and notifies recipient of comments			
Provides technical assistance to recipients			
Part 3. Interagency Agreements Duties			
Pre-Agreement:		Close-out:	
Plans and negotiates work effort		Monitors cost management and overall technical performance	
Estimates costs		Participates in decisions about project modification/termination	
Obtains funding commitments		Conducts periodic review of Superfund State Contracts payments receipts (Superfund only)	
Prepares commitment notice		Inspects and accepts deliverables	
Writes or reviews scope of work		Other (list)	
Responds to pre-agreement inquiries			
Participates in pre-agreement conferences			
Coordinates with appropriate staff in developing Independent Government Cost Estimates (IGEs)			
Negotiates and ensures execution of Superfund State Contracts (Superfund only)		Reviews final report	
Performs technical evaluation of work plan and budget		Decides on disbursement of equipment	
Prepares funding package and obtains necessary concurrences		Reconciles payments with work performed	
Other (list)		Reviews Superfund State Contracts to ensure full reimbursement (Superfund only)	
		Certifies deliverables	
		Resolves close-out issues with Grants Management Office/other agency	
		Other (list)	
Project Management/Administration:		Percentage of Time Spent on Interagency Agreements Management:	
Reviews progress reports/financial reports			%

Kimberly Marie Jones

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Country of Citizenship: [REDACTED]

Highest Grade: 12

Availability: Job Type: Permanent

Term

Detail

Work Schedule: Full-Time

Desired locations: US - GA - Atlanta

US - MO - Kansas City

Work Experience: US Environmental Protection Agency

03/2011 - Present

Salary: \$74,297.00 USD Per Year

Atlanta, GA US

Hours per week: 40

Series: 0343

Pay Plan: GS

Grade: 12

Supervisor: Naima Halim-Chestnut [REDACTED]

Okay to contact this Supervisor: Yes

Management Analyst

Working as a Program Analyst, assignments include the development, analysis, evaluation, and advisement on improving the effectiveness of methods and procedures related to reporting requirements; developing and implementing the Affirmative Employment Plan, Barrier Analysis, and Diversity Assessment; maintaining close relationships with minority colleges and universities; establishing innovative resources for recruitment; manage program budget and purchase card; and serving as an EEO Counselor.

- Utilize Excel and EPA's Visual Power Files database to consolidate and analyze data to provide ad-hoc, quarterly, and annual diversity reports to senior leaders
- o Compile workforce demographic and analyze each organizational segment to identify any

disproportionate trends that may exist in awards, promotions, and hiring.

- o Brief, advise and make recommendations to the Regional Civil Rights Manager, management and senior leaders on ways to eliminate barriers and improve workforce diversity
- o Conduct workforce analysis to identify trends and areas for improvement
- Serve as the Office of Civil Rights (OCR) Liaison to four Special Emphasis Program Managers (SEPM) to ensure programs are managed in accordance with the Equal Employment Office Commission's guidance and the agency's Diversity Strategic Plan.
- o Review SEPM work plans to evaluate and advise management on the effectiveness of eliminating workforce barriers
- o Conduct regional workforce analysis for Women and Asians to identify barriers and contributing factors in regards to hiring and promotions
- o Participate on national conference calls to represent the region's Lesbian, Gay, Bi-Sexual, and Transgender constituents
- o Ensure timely submission of requested reports and Regional Administrator memos
- o Independently planned and organized leadership training for the SEPMs. Wrote the statement of work and negotiated the training cost for the contractor resulting in a \$1,500.00 reduction in training cost
- Serve as an advisor to the Civil Rights Manager for matters relating to budgeting and managing financial resources for the Office of Civil Rights (OCR), including review and analysis of program budgets for diversity programs and training.
- o Coordinates with program and budget staff as appropriate to ensure funds are spent in accordance with approved spending plans and projections.
- o Use EPA Compass Database to track purchases and spending. Manage and tracks OCR and Diversity Program budgets, including (but not limited to) travel, training and supplies
- o Develop and implement standard operation procedures as it relates to regional diversity purchases.
- o Prepares fiscal reports quarterly detailing annual expenditures by specific category to the Civil Rights Manager.
- o Prepares all purchase requests and/or ensures all purchase requests are routed through the requester to capture and track regional funds being allocated for specific products or services regionally and internally to OCR.
- o Provides oversight on Bankcard spending to ensure that the appropriate funds are being used for their intended purpose. Ensures that accurate and correct accounting data are entered on Bankcard logs.
- o Performs analysis on how diversity and training funds are being spent to determine the most effective use of resources.
- o Works with vendors to ensure accuracy of orders and to obtain the lowest possible cost.
- o Identifies and analyzes spending patterns to prepare long-range projections for strategic long-term planning. Develop budgets for both long and short-term projects.
- Serves as an Equal Employment Opportunity (EEO) counselor

- o Advise the aggrieved person about the EEO complaint process under 29 CFR Part 1614 and other avenues of relief.
- o Determine the issues and EEO basis of the complaint.
- o Conduct a limited inquiry to furnish information for settlement efforts
- o Seek a resolution at the lowest possible level.
- o Document the resolution through a settlement agreement or a withdrawal.
- o Prepare a report sufficient to determine that required counseling actions have been taken and resolve any jurisdictional questions that may arise.
- Served as the co-lead for the bi-annual interagency Unity Day event in collaboration with 15 federal agencies
- o Managed the budget for EPA's purchases and ensured purchases were in guidance and in accordance with approved spending plans and projections.
- o Briefed two additional agency Regional Administrators to gain their participation and monetary support
- o Reviewed the project plans for five committees, made recommendations for improvement, and ensured tasks were completed on schedule
- o Contacted food vendors to negotiate catering plans and obtained the appropriate approval to complete the purchase
- o Lead monthly meetings and corresponded meeting notes or project updates to the team
- Use Adobe Contribute to manage and edit the intranet pages for the Office of Civil Rights and 10 Diversity Programs

US ENVIRONMENTAL PROTECTION AGENCY

12/2003 - 03/2011

Salary: \$71,102.00 USD Per Year

Kansas City, KS US

Hours per week: 40

Series: 0343

Pay Plan: GS

Grade: 12

Supervisor: Althea Moses [REDACTED]

Okay to contact this Supervisor: Yes

Program Analyst

Working as a program analyst, assignments included internal grant audits and lead project officer for the Environmental Justice Small Grants program; research and analysis of affected environmental high-risk areas within a 4 state region; internal and external collaboration and support on various special project teams regarding lead poisoning prevention, urban waters, and healthy homes; compilation of proposals, reports, assessments, and presentations.

Certified Project Officer (PO) with a working knowledge of current and previous Environmental Justice (EJ) grant solicitations; environmental statutes; regulations; and EJ program goals.

- Coordinated with internal staff and headquarters to conduct grant application reviews and work plan amendment negotiations to ensure cost effectiveness and alignment with program goals
 - Conducted quarterly work plan reviews and annual technical on-site visits to ensure compliance with grant code of federal regulation
 - o Wrote technical reports and administrative memos and reports, which identify possible and actual errors in work plan indifferences, the core source of work flow difficulties, and areas of discrepancy
 - Created an EJ grants manual to assist new POs with rules, regulations, and the EJ grant management process
 - Knowledgeable of cooperative agreements and interagency agreement guidance as a member of the Grant Customer Relations Council.
 - Promoted capacity building and partnerships through planning and conducting annual EJ Small Grants Workshops; community outreach; and creating grant email distribution list.
 - Coordinated, planned, and implemented grant press event and community tour that involved the Regional Administrator's participation
 - o Created templates for briefing books and conducted Regional Administrator briefings
- Used verbal and written communication skills to conduct presentations, community outreach, and training to internal staff, local and state government, and community groups on EJ principles; practices; and methods. Utilized this information to effectively address issues in EJ communities by:
- Carrying out communication and outreach activities to inform the public about environmental issues and programs. Outreach and education to the public is a routine duty. Carried out at approximately 30 outreach events independently and collaboratively each year.
 - Coordinating with community organizations, internal programs, and federal partners to resolve EJ complaints via their decision making processes.
 - Researching and analyzing community demographics and health risk information to compile communication strategy reports and community health risk reports to internal programs to assist in addressing EJ environmental concerns.
 - Serving as a mediator between an EJ community and state government regarding water quality issues. Presented environmental information on behalf of EPA and worked with both parties to establish a working solution.
 - Planning, coordinating, and implementing outreach initiatives; contacting community organizations to build partnerships;
 - o Healthy Homes Community Initiative: role included contacting community leaders and summer programs to gain support and participation; provided presentations about the upcoming initiative at neighborhood associations and non-profit organization meetings; and worked with non-profit organizations to identify resources to remediate health issues in the home for low-income families. Gained the partnership of 10 neighborhood associations, 6 non-profit organizations; and state and local health programs.

o Kansas City Target Lead Campaign: roles during this campaign were contacting the Kansas City, Missouri City Council, churches and daycares to gain support and participation; worked with the Kansas City Missouri Health Department Lead Program to research and identify target areas with high incidences of lead and lead poisoning; met with the director of the Greater Kansas City Boys and Girls Club to gain their partnership to host the city-wide health fair, and provided presentations to parents and children to inform them on lead poisoning. Results: Councilwoman Sandra McFadden-Weaver attended the health fair along with KMBC Channel 9 News, and reached over 10,000 people. As a part of a small team, I mastered the task of managing multiple complex tasks and priorities while working under high stress. For all projects, I created a task list with projected timelines and deadlines to effectively communicate resource needs with management and staff.

US ENVIRONMENTAL PROTECTION AGENCY

11/2007 - 07/2008

Salary: \$45,050.00 USD Per Year

Kansas City, KS US

Hours per week: 40

Series: 0361

Pay Plan: GS

Grade: 9

Supervisor: Naima Halim-Chestnut

Okay to contact this Supervisor: Yes

Assistant Equal Employment Opportunity Specialist (Rotation/Detail)

Working as an Assistant Equal Employment Opportunity Specialist, assignments related to the development, analysis, evaluation, and advisement on and improving the effectiveness of methods and procedures related to reporting requirements; assisting in development and implementation of Affirmative Employment Plan, Barrier Analysis, and Diversity Assessment; maintaining close relationships with minority colleges and universities; establishing innovative resources for recruitment.

- Worked with Human Resources department to review resumes to pre-qualify students and facilitated interviews with managers and staff.
- Created and established protocol for scheduling Equal Employment Opportunity Office/Special Emphasis Programs Senior Staff Quarterly briefings.
- Worked on a team to coordinate and implement the Summer Development Curriculum.
- o Developed and facilitated training "Transition from Academics to Business"
- Assisted in development and implementation of Affirmative Employment Plan, Barrier Analysis, and Diversity Assessment.
- o Compiled workforce demographic and analyzed each organizational segment to identify any disproportionate trends that may exist in awards, promotions, and hiring.
- o Provided recommendations to improve the workforce.

- Maintained close relationships with minority colleges and universities; and establish innovative resources for recruitment.
- o Spearheaded the development of the Region's first ever recruitment CD, which was also made available to some 250 applicants at the region's first annual Career Fair
- o Developed the framework for EEO to use Facebook as a recruitment tool.

Education: Troy University

Atlanta, GA US

Master's Degree - [REDACTED]

18 Semester hours

Major: Masters of Business Administration- Information Systems

GPA: [REDACTED]

Relevant Coursework, Licensures and Certifications:

Fundamentals of Financial Analysis

Fundamentals of Management & Marketing

Legal Environmental of Employment Decision

Managerial Economics

Managerial Accounting

Statistics

Avila University

Kansas City, MO US

Bachelor's Degree - [REDACTED]

130 Semester hours

Major: Finance

GPA: [REDACTED]

Job Related Training: [REDACTED] Basic Mediation Skills with Clinical Practicum; Justice Center of Atlanta, Inc.

References: Carlin Hafiz

US Environmental Protection Agency

Community Involvement Coordinator

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Professional

Debbie Bishop

US Environmental Protection Agency

EPA Lead Region Coordinator

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Professional

Veronica Robertson

US Environmental Protection Agency

Diversity Program Manager

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Professional

Malikah Byars

US Environmental Protection Agency

Financial Resource Specialist

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Professional

Additional Information: LEADERSHIP

Combined Federal Campaign - Atlanta

75 Spring Street – Plaza Level 44, Atlanta, GA 30303

Combined Federal Campaign Division Coordinator, Collateral Duty

September 2012- Present

Supervisor: Sharon Brown [REDACTED] may contact

Working as the Division Coordinator for the Combined Federal Campaign (CFC), assignments include serving as the point of contact to 14 federal agencies for the CFC office; analyzing the CFC donation trends for the 14 federal agencies for the last five years to make recommendations to the agency coordinators on ways to improve their donation goals; conducting weekly briefings to the CFC office and United Way on the division's progress; serving as the point of contact for the 14 federal agency's to ensure proper distribution of campaign materials, such as, brochures/listing of charities and pledge cards and collection of pledge cards and cash/check/money order donations; and

ensuring timely and accurate submission of donations to the CFC office.

Combined Federal Campaign Agency Coordinator, Collateral Duty

September 2011- January 2012

Supervisor: Sharon Brown [REDACTED], may contact

Working as the Agency Coordinator for the Combined Federal Campaign (CFC), assignments included serving as the agency's point of contact to the CFC office; analyzing the agency's CFC donation trends for the last five years to establish the agency's donation goal; planning, coordinating and overseeing the agency's fundraising plan which included six agency wide fundraisers; contacting local non-profit organizations to gain their support for fundraisers; conducting weekly briefings to senior leaders on the agency's progress; serving as the team lead and point of contact for six Division Keyworkers and 15 Branch Keyworkers to ensure proper distribution of campaign materials, such as, brochures/listing of charities; the collection of pledge cards and cash/check/money order donations; and ensuring timely and accurate submission of donations to the CFC office.

- Exceeded the agency's donation goal by 11%

U.S. Environmental Protection Agency- Region 7

901 N 5th Street, Kansas City, KS 66101

Equal Employment Opportunity Office

Black Employment Program Manager, Collateral Duty

October 2006- February 2009

Supervisor's Name: Naima Halim-Chestnut [REDACTED], may contact

Working as a Black Employment Program Manager, assigned to analyze work trends related to diversity; plan educational diversity lecture series; plan training opportunities to improve equality; as well as assist in eliminating discriminatory policies, procedures, and practices.

- Created an employment e-mail distribution list that consisted of Historically Black Colleges and Universities (HBCU), Black fraternities and sororities, and other minority professional organizations at universities in the four state region.

- o Increased the diversity of the [REDACTED] summer internship program to 57%.

- Conducted quarterly reviews of the workforce and made recommendations on how to improve workforce diversity
- Provided guidance to employees on dispute resolution programs and complaint process.
- Served as an EPA Liaison on the Federal Executive Board (FEB) Diversity Education and Cultural Awareness Committee.
- Planned and coordinated two Annual Martin Luther King Luncheons for federal employees which included senior executives.
- o Recommended speakers and trainers
- o Created the budget and worked with agencies to obtain funding
- Assisted FEB with planning the consolidation of the Diversity Councils
- o Participated in a workgroup to create work plan and council structure
- o Created a survey for participants as a success measure

- o Assisted FEB with planning the consolidation of the Diversity Councils
- o Participated in a workgroup to create work plan and council structure
- Sponsored the “Day of Mentoring” – Young Black Male Experience, on July 26, 2007. The program was created to expose youth to environmental and governmental careers, and alternative pathways to success. Twelve young men from throughout Kansas City, Kansas and Missouri participated in the event. The young male attendees were exposed to a daylong event that included team building exercises, a brown bag discussion panel, a mentoring session, and concluded with a keynote speech from Ricardo Houston of Houston Enterprises, Kansas City, Missouri. Male staff members from EPA and the U.S. Department of Housing and Urban Development (HUD) served as mentors.
- Wrote a Memorandum of Understanding to establish an ongoing partnership with the Boys and Girls Club and to enhance the Day of Mentoring experience

Kansas City Missouri Health Department

Childhood Lead Poisoning Prevention Program

2400 Troost Ave, Suite 3100, Kansas City, MO 64108

Committee Member, Lead Advisory Committee of the Kansas City Health Department

July 2007- July 2008

Reference: Amy Roberts [REDACTED] may contact

As a committee member, I reviewed and analyzed local childhood lead statistical data to advocate and recommend public policy changes that may impact the Childhood Lead Poisoning Prevention Program.

PERSONAL

[illegible]

HONORS/AWARDS

Environmental Protection Agency

- Superior Achievement Award, [REDACTED]
o In recognition of outstanding contributions to Region 4's Equal Employment Opportunity Office by eliminating barrier to education, training, diversity awareness, and career development for employees in Region 4.
- Superior Achievement Award, [REDACTED]

o In recognition of outstanding contributions to Region 7's Equal Employment Opportunity Office by eliminating barrier to education, training, diversity awareness, and career development for employees in Region 7.

- Superior Achievement Award, [REDACTED]

o For promoting the partnership between EPA Region 7 and Lincoln University through successful recruitment using creative advances and demonstrating exceptional diligence.

- On-The-Spot recipient, [REDACTED]

o For the coordination and implementation of the [REDACTED] Environmental Justice Federal, State and Non-Governmental Partners Training.

- Superior Achievement Award, [REDACTED]

o For outstanding contributions to the Conversations on Climate Change Event.

- Silver Medal Recipient for Superior Service, [REDACTED]

o For the development and implementation of an innovative collaborative model for childhood lead poisoning prevention: The Lead Poisoning Prevention Community Initiative

- Superior Achievement Award, [REDACTED]

o For the development and implementation of an innovative collaborative model for childhood lead poisoning prevention: The Lead Poisoning Prevention Community Initiative

- Tugboat Award recipient, [REDACTED]

o In recognition of my continuing dedication to the vision, mission and direction of the Environmental Justice Program.

- On The Spot recipient, [REDACTED]

o For completing a 1600 piece mail-out to the Auto Salvage Sector regarding compliance assistance, in a short period of time to meet a deadline.

- On The Spot recipient, [REDACTED]

o [REDACTED]

[REDACTED]

[REDACTED]

- [REDACTED]

[REDACTED]

[REDACTED]

David A. Champagne

Objective: Obtain a position that utilizes a diversified environmental and biological background to further my experience and increase learning opportunities.

Education: [REDACTED]: BS Chemistry-Piedmont College, Demorest, GA. [REDACTED]
[REDACTED] MS Chemistry-Georgia State University, [REDACTED]

Professional Strengths:

- Managing Federal Grants
- Developing Request for Proposals/Qualifications
- Developing Work Plans, Community Involvement Plans, Brownfields Site Inventories, Quarterly Reports, Quality Assurance Project Plans
- Experience with facilitating meetings, workshops and conferences ranging up to 100 people
- Knowledge with the All Appropriate Inquiries Standard and the ASTM E1527-00 ESA Standards
- Computer program knowledge: Prezi, Windows, Word, PowerPoint and Excel based operating systems

Certificates/Training:

- Certified U.S. EPA Designated Approving Official for Quality Assurance Project Plans
- HAZWOPER 40 hour compliance with 29 CFR 1910.120(e)
- FEMA Incident Command System Training 100, 200, 300, 400, 700, 800
- 12-hour Project Management (1.2 Continuing Education Units, Emory University)
- Team Communication Tactics, Advanced Presentation Skills, Team Leadership (Training Edge, LLC)
- Environmental Justice and Project Officer Training (EPA, Region 4)
- 40 hour Contracting Officer Representative (COR) certification
- 20 Hour Public Information Officer (Homeland Security), Team Leadership (Training Edge, LLC)
- Historic and Archaeological Resource Protection implementing Section 106 of the NHPA
- Groundwater Investigation (Environmental Response Training Program, Tetra Tech NUS)
- Stream Assessment and Restoration (Stream Mechanics, and U.S. Fish and Wildlife Services)
- Clean Water and Safe Drinking Water Act (U.S. EPA Region 4, Water Division)
- Hazardous Waste Site Sampling Course, Wastewater Sampling at Wastewater Treatment Plants, Basic Inspector Training (National Enforcement Training Institute, EPA)
- Preliminary Assessment and Site Inspection (Office of Superfund Remediation and Tech.)
- Certified AHA for Heartsaver AED Program, Certified in Basic First Aid

Experience:

United States Environmental Protection Agency

Region 4 Atlanta, GA. May 2007-Present

- Remedial Project Manager, Superfund Division, Federal Facilities Branch
 - Obtained risk factors for the population affected by Cesium 137 at the Savannah River Site in SC
- Environmental Scientist, Resource Conservation Recovery Act (RCRA) Division, Materials Management Branch

- Achievements for the National Partnership for Environmental Priorities program including establishing several partners who reduced their waste
- Achievements for the School Chemical Cleanout Campaign (SC3) which included providing aid in disposal of chemical wastes for schools K-12
- Physical Scientist, RCRA Division, Restoration and Underground Storage Tank Branch
 - Review/rank EPA grant proposals and manage Assessment, Targeted Brownfield Assessment, Cleanup, Job Training, Area-Wide Planning and Revolving Loan Fund Grants
 - Review/Approve Quality Assurance Project Plans (QAPP) for Phase I and Phase II Environmental Site Assessments
 - Brownfields Area-Wide Planning Coordinator
 - Member of the RCRA Division Action Team; act as a mediator between staff and management
- Enforcement Officer
 - Authorized under CFR Part: 280 to inspect and take enforcement action pertaining to technical standards and corrective action requirements for owners and operators of USTs.

Research Study:

The Effects of Substitution Patterns on the Antibiotic Properties of Phenols

Under-graduate Research Director: Dr. Luther Elrod, Piedmont College [REDACTED]

Near-Infrared Fluorophores for Bioanalytical Applications

Graduate Research Director: Dr. Lucjan Strekowski, Georgia State University [REDACTED]

Science Courses of Study:

Courses in public health, aquatic pollution and toxicology analytical, organic and inorganic chemistry, biochemistry, biology, enzymology, quantitative methods, molecular modeling and mass spectrometry. Experience in examining the taxonomy and biochemistry of humans, animals, plants and other living organisms to better understand how living organisms function and interact with each other and the environment.

References: Dr. Anthony Baldrige

U.C. Berkeley
College of Chemistry

[REDACTED]

[REDACTED]

Jeff Pallas

US EPA Region 4
Deputy Division Director, RCRA

[REDACTED]

[REDACTED]

Dr. Michele Molina

Pharmacy Manager
Rite Aid Pharmacy

[REDACTED]

[REDACTED]

Matt Robbins

US EPA Region 4
Community Engagement Coordinator

[REDACTED]

[REDACTED]

Latoria Mashelle Davis

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Country of Citizenship: [REDACTED]

Highest Grade: 11

Availability: Job Type: Permanent

Presidential Management Fellows

Work Schedule: Full-Time

Desired locations: US - GA - Atlanta

US - NC - Charlotte

US - NC - Durham

US - NC - Raleigh

US - NC - Research Triangle Park

US - DC

Work Experience: US Environmental Protection Agency

09/2009 - Present

Atlanta, GA US

Hours per week: 40

Pay Plan: GS

Grade: 12

Supervisor: Freda Lockhart [REDACTED]

Okay to contact this Supervisor: Contact me first

Human Resources Specialist

Post-Reorg Duties

- Provides organizational development and workforce planning consultation and services to Region to improve organizational effectiveness through planned, systematic and long-range change efforts.
- Assists in obtaining short and long-term organizational goals by designing and implementing training, change management, career development, leadership, work teams, organization effectiveness and systems, and development associated with technical and non-technical learning.
- Develops and facilitates organizational effectiveness strategies that improve organizational performance, organizational systems and staff relationships within and across organizational units.
- Acts as consultant to regional management regarding human capital strategy issues, strategic

workforce planning, succession planning and knowledge transfer. Consults with office/division management across programs to identify, diagnose, and resolve organizational effectiveness problems and challenges. Runs ad hoc reports locally or requests ad hoc reports from HR Specialist or OCR to assist in analysis of issues.

- Develops organizational/strategic workforce assessment mechanisms, interprets results, and develops recommendations interventions, and action plans. Intervention strategies may include organizational climate surveys and resultant interventions, coaching, mediation and mentoring; career counseling; leadership, management, and supervisory training; team building programs; and facilitation.
- Designs, administers, and analyzes quantitative and qualitative organizational studies; conducts workforce needs assessment and broad organizational development interventions; and designs and delivers an array of programs to facilitate high performance by positive impacting factors such as accountability, team interactions, strategic planning, skill alignment, professional development strategies, and effective use of technology, workplace climate and employee morale.
- Researches and assesses training needs; establishes objectives and designs curricula and courses to meet those needs. Provide direct training to all levels of the organization. Evaluates external learning resources; selects or develops training curriculum and resource material, including course outlines, manuals and audio/video materials. Identifies, selects, negotiates with and monitors contract trainers for programs. Coordinates, schedules, publicizes, designs and evaluates training activities ensuring that all learning programs meet the organization development goals of the Region. May monitor project budgets and oversee unit training records.
- Provides advice and guidance on organizational needs assessment and evaluation, change management, leadership development and employee development. Performs work group facilitation and mediation. Conducts and implements focus groups, interviews and survey assessments to determine performance gaps and requirements; assesses work environments' readiness to support specific training or development needed to address issues.
- Promotes Region's organizational development programs by making oral and written presentations to employees and managers including the design and implementation of seminars and workshops.
- Publicizes internal and external opportunities for career, professional, and personal development opportunities. Maintains liaison relationship with organizational/employee development/workforce planning efforts conducted by EPA Headquarters, other Regions, and other agencies.
- Designs, develops, and implements programs (Mentoring, Coaching, etc.) to transition employees from jobs in declining need areas and provide training for critical need jobs in the Regions; and, ensures the currency of the Region's training and development capabilities with changing technology and markets.

Pre-Reorg Duties

- Performs technical work in support of the Workforce and Strategic Development Section including organizational development, workforce development and planning, and management and program analysis.

- Administers training and employee development programs for management and employees to meet specific learning objectives.
- Assists in preparing, administering, and evaluating surveys and questionnaires such as training needs assessments, customer feedback surveys, and program evaluation surveys.
- Identifies resources with the capability of providing training, such as in-house, intra-agency, inter-agency, or non-government facilities or institutions.
- Conducts and coordinates training courses, negotiates course costs, content, etc. with contractors.
- Schedules training rooms and equipment and obtaining training course material.
- Perform marketing for programs through posters, flyers, and LAN, etc..
- Maintain training registration system.
- Serve on the Interagency Learning & Development Council, and Recruitment and Onboarding Teams.
- Serve as branch webmaster and timekeeper.

Internal Revenue Service

02/2008 - 09/2009

Chamblee , GA US

Hours per week: 40

Series: 0201

Pay Plan: ZY

Human Resources Specialist (Recruitment & Placement)

In conjunction with the supervisor and/or higher graded consultant, provides advice/guidance on pre-identified external and internal hiring activities.

Screened applications and perform qualification determination.

Prepared job analysis using automated HR systems and prepares vacancy announcements, assessment tools, review applications, determine qualifications, and issued certificate of eligibles.

Processed personnel transactions using various systems (TIMIS, TAPS, HRConnect, VIRTIS, SETR, and TRAS,etc.)

Performed pay administration duties designed for developmental purposes. These include setting and adjusting pay, pay schedule adjustments, pay allowances, FLSA, and overtime pay, etc.

Conducted basic job analyses on specific positions using research, interview, observation, and analytical techniques to gather, document, and analyze information to develop qualifications rating factors. Determined appropriate rating and ranking selective factors for applicants.

Prepared promotion and placement products as well as promotion/referral certificates for issuance.

Researched and analyze Federal Personnel regulations, agency policies, OPM issuances, labor/management contractual provisions, and guidelines for applicability program issues.

Provided limited technical advice/guidance in specialty programs such as benefits, position management/classification, personnel processing, and workers compensation.

Participated in the conduct of studies and analyzes such factors as turnover rates, mobility, optimal staffing, labor supply, special salary needs/issues, and retention problems in order to identify recruitment/placement needs and problems.

Lowe's Home Centers, Inc.

11/2005 - 08/2007

Salary: [REDACTED]

Clearwater, FL US

Hours per week: 40

Human Resource Manager Trainee

Assisted Human Resources Managers and Store Managers within the District.

Anticipated talent needs and addressed them through proactive and effective recruiting, staffing, and training.

Completed orientation and all new hire paperwork including Benefits Administration.

Motivated and retained existing talent by anticipating human resources issues in the store through consistent and effective application of Lowe's policies, management practices, and legal requirements.

Provides a full range of consultative and advisory service in numerous HR services (i.e. recruiting, staffing, organizational development, employee development, performance management, workers compensation, benefits, employee/labor relations).

Performed mass hire for two new Lowe's stores (Oldsmar and N. Tampa).

Administered drug screens and assessment tools that scored applicant dependability, skills, honesty, and integrity.

Processed payroll and personnel transactions in PeopleSoft.

Performed administrative duties that included filing, faxing, scheduling interviews and meetings, and answering questions of the employees and general public.

Acted as a liaison between store employees and the Corporate Office or a Third Party that deals with Workers Compensation.

Prepared and filed reports of accidents and injuries at the stores.

Handled employee relations, EEO, and customer complaints.

Greeted and acknowledged all customers in a friendly, professional manner and provided quick, responsive customer service.

Florida Dept. of Children & Families

12/2004 - 08/2005

Salary: [REDACTED]

NA, AL US

Hours per week: 40

Supervisor: Ernest DelaCruz [REDACTED]

Okay to contact this Supervisor: Yes

Economic Self-Sufficiency Specialist I (Case Mgr).

Determined eligibility for public assistance programs which include Medicaid, food stamps, and cash assistance.

Conduct interviews with clients either face to face or on the phone.

Gathered and collect data on applicants and their household members.

Maintained and update information on clients using Florida computer system.

Processed changes on cases.

Interpreted rules and regulations applicable to eligibility requirements.

Communicated effectively with internal and external customers.

North Carolina Employment Security Commission

09/2003 - 11/2004

Salary: [REDACTED]

Raleigh, NC US

Hours per week: 40

Supervisor: Carol B. Dear [REDACTED]

Okay to contact this Supervisor: Yes

Human Resources Information System Technician

Processed personnel transactions using a HRIS for an assigned area.

Posted job vacancies internally and externally for recruitment in an assigned area.

Screened applications and made selections using the Merit Based Hiring Policy and prepared applications for review by hiring managers.

Entered applications into the Agency's Tracking System.

Created job descriptions and maintained position description book.

Classified new and existing positions.

Performed salary administration, employment verifications, name changes, correspondence, and daily filing.

Worked with management, employees, and general public regarding agency and Office of State Personnel policies and procedures.

North Carolina State University (College of Management)

08/1999 - 05/2003

NA, AL US

Hours per week: 20

Supervisor: Yolanda Sanders [REDACTED]

Okay to contact this Supervisor: Yes

Clerical Assistant

Acted as receptionist for the College of Management.

Copied documents for professors and immediate supervisor.

Answered the telephone and record messages for Administrative Assistant.

Processed data in the computer.

Greeted, directed, and answered questions of students, faculty, and general public.

Filed, faxed, and organized documents.

Distributed mail in the mail room.

Education: Clark Atlanta University

Atlanta, GA US

Master's Degree - [REDACTED]

52.95

Major: Business Administration/Marketing

GPA: [REDACTED]

[REDACTED]

Relevant Coursework, Licensures and Certifications:

[REDACTED]

North Carolina State University

Raleigh, NC US

Bachelor's Degree - [REDACTED]

126 Semester hours

Major: Business Management/ Human Resource Mgt.

Minor: African Studies

[REDACTED]

Relevant Coursework, Licensures and Certifications:

Relevant Courses, Skills, and Workshops

Staffing, Training and Development, and Compensation

40 WPM, Internet, Web Page Creation (DreamWeaver), Microsoft Works, Word, Outlook, Excel, and PowerPoint

Introduction to Leadership, Leadership Practices Inventory, Speak Out On Diversity, Working With Diverse Populations, Ethics as a Second Language, Personnel Management Information System (PMIS), Career Banding, Salary Administration, Classification, *ESC/North Carolina Association of Workforce Professionals (NCAWP)/IAWP Institute ? Leadership Strategies, Retirement System, Benefits

Training Officer

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Professional

Robert Ingram

Internal Revenue Service

Chief

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Professional

Rhonda Bailey

US Environmental Protection Agency

Section Chief SWDS

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Professional

Tiffany Houser

US Environmental Protection Agency

Human Resources Specialist

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Professional

Additional Information: Relevant Courses, Skills, and Workshops

PHR Certification Training through SHRM

Staffing, Training and Development, and Compensation

50 WPM, Internet, Web Page Creation (DreamWeaver), Microsoft Works, Word, Outlook, Excel, and PowerPoint

Introduction to Leadership, Leadership Practices Inventory, Speak Out On Diversity, Working With Diverse Populations, Ethics as a Second Language, Personnel Management Information System (PMIS), Career Banding, Salary Administration, Classification, *ESC/North Carolina Association of Workforce Professionals (NCAWP)/IAWP Institute – Leadership Strategies, Retirement System, Benefits, DiSC Certified

Jeanette G. Verduin

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Country of Citizenship: [REDACTED]

Veterans' Preference: [REDACTED]

Highest Grade: 12

Availability: Job Type: Permanent

Term

Internships

Work Schedule: Full-Time

Desired locations: US - GA

US - FL

US - DC

US - MD

US - NC

US - SC

US - VA

Work Experience: U.S. Environmental Protection Agency

08/2008 - Present

Salary: \$76,600.00 USD Per Year

Atlanta, GA US

Hours per week: 40

Series: 0401

Pay Plan: GS

Grade: 12

Supervisor: Meredith Anderson [REDACTED]

Okay to contact this Supervisor: Yes

Corrective Action Program Manager

Manage seven EPA-lead RCRA (Resource Conservation and Recovery Act) facilities undergoing corrective action through management of HSWA (Hazardous and Solid Waste Amendment) permits, RCRA Enforcement Orders or other regulatory tools. Coordinate with facility managers and technical consultants to create, review and approve sampling plans and quality assurance plans. Collaborate

with technical staff in reviewing investigation reports and determining recommendations for the facility to move forward in the corrective action process. Guide two facilities through the ecological risk assessment process, working with technical consultants and technical staff to determine potential receptors and unacceptable risk. Determine mitigating strategies to reduce environmental impact. Created and maintain an internal database for all EPA-Lead RCRA facilities. Instruct Program Managers on the use of the excel database for tracking important milestones and goals for all facilities as well as capturing the current status of each facility. Respond to manager requests for briefings on facility status. Monitor GPRA (Government Performance and Results Act) Goals and brief managers on current status. Created a detailed spreadsheet that is updated weekly with the most up-to-date GPRA goals status.

As the State Coordinator oversee Georgia and Kentucky State Work Plan commitments as outlined in the State Grant Work plans. Respond to state requests and for actions related to review and status of State Grant Work Plans, State Annual Reviews, Memoranda of Agreements (MOAs), Performance Partnership Agreements (PPAs), and EPA data-gatherings on a state-wide basis.

U.S. Environmental Protection Agency

11/2009 - Present

Salary: \$76,600.00 USD Per Year

Atlanta, GA US

Hours per week: 40

Supervisor: Brian Holtzclaw

Okay to contact this Supervisor: Yes

Community Engagement Team Member

As part of a concurrent work responsibility, responsible for the logistics of all of community engagement (CE) activities to be conducted in the RCRA Division (e.g. public meetings, information sessions, community leader meetings, etc). Organized five successful high-profile community meetings, two environmental workshops, and three "Meet and Greets."

Created a "go-kit" filled with common equipment and material that is useful in different CE settings. Maintain the go-kit to ensure readiness to respond to CE events.

Create and design Fact Sheets, Flyers, questionnaires, handouts, etc... Generate, proofread and maintain public documents. Co-authored and designed the first RCRA Community Engagement Report, highlighting the success of RCRA's first foray into community involvement.

U.S. Environmental Protection Agency

01/2009 - Present

Salary: \$76,600.00 USD Per Year

Atlanta, GA US

Hours per week: 40

Supervisor: Scott Hudson [REDACTED]

Okay to contact this Supervisor: Yes

Radiation Task Force Leader

Support radiation response and recovery actions by maintaining RTFL (Radiation Task Force Leader) readiness to use radiation equipment, collect environmental samples, assemble and operate effective worker decontamination lines, and ultimately to work safely in a contaminated area.

Provided RTFL support during a joint EPA MERL (Mobile Environmental Radiation Laboratory), FRMAC (Federal Radiological Monitoring and Assessment Center) and DOE RAP (Department of Energy Radiological Assistance Program) team exercise at the Savannah River Site in Aiken, SC. Conducted sample receipt and preparation with the purpose of providing feedback for new MERL sampling procedures SOP.

Provided RTFL support to EPA Superfund OSC (On Scene Coordinator) and RERT (Radiation Emergency Response Team) at a Superfund site involving radiation. Conducted air monitoring and sampling, personnel and equipment surveys, and also performed decon as necessary. Ensured the safety of the eight on site personnel.

U.S. Environmental Protection Agency

07/2013 - 10/2013

Salary: \$76,600.00 USD Per Year

Atlanta, GA US

Hours per week: 40

Supervisor: Michael Norman [REDACTED]

Okay to contact this Supervisor: Yes

Brownfields Section Detail

On detail was responsible for developing templates to assist in the marketing of the Brownfields Program activities.

Completed Project Officer Certification Course. Coordinated with grants management specialists and grantee to close out one grant.

Created the new template to showcase Brownfields success stories. Partnered with other Project Officers to highlight 17 Brownfield success stories; these were promoted at the [REDACTED] National Brownfields Conference.

Reviewed and approved three Quality Assurance Project Plans (QAPPs) for three Brownfield sites scheduled for environmental sampling. Provided oversight to a Targeted Brownfield Assessment Phase II sampling event at an old mill site, ensuring contractors were following the direction of the QAPP as well as safety procedures.

Assisted with the organization of the Annual State and New Grantees Workshop. Moderated two panels in the Workshop, which involved coordinating with the speakers and guests of each panel.

Ensured speakers did not stray from agenda.

Reformatted the tracking spreadsheet for cleanup targets and identified targets for [REDACTED]
working closely with the Cleanup Targets Coordinator.

Conducted three site visits in SC to see the results of a successful Brownfield Revolving Loan Fund (RLF) program. Met with grantees and their technical consultants to explain requirements and develop a work schedule. Documented visit by creating a success story on the RLF program.

US Coast Guard, National Response Center

07/2007 - 07/2008

Salary: \$48,000.00 USD Per Year

Washington, DC US

Hours per week: 40

Supervisor: LT Latasha Pennant [REDACTED]

Okay to contact this Supervisor: Yes

Planning Officer

Maintain Emergency Response Plans, Standard Operating Procedures (SOPs) and Office Policy and Procedures (OPPs). After conducting two exercises to test the procedures spelled out in the Continuity of Operations Plan (COOP), identified several areas of improvement and updated the COOP Plan with improvements.

National Response Center (NRC) COOP Liaison. Routinely inspected alternative COOP relocation sites, identifying needed equipment and upgrades.

Maintain communication with key National Response Team (NRT) members. Routinely attended NRT meetings, providing updates on NRC capabilities.

Coordinate program planning across the National Response Team community.

Maintain inventory on National Response Center equipment.

Represent the National Response Center at exercise planning meetings.

Oversee training of new watchstanders and quarterly all-hands training. Trained four new watchstanders, modifying training material as improvements were identified.

Uphold Freedom of Information Act (FOIA) procedures. Responded to three media inquiries.

US Coast Guard, Pacific Strike Team

01/2005 - 07/2007

Novato, CA US

Hours per week: 40

Supervisor: LT Kevin Sligh [REDACTED]

Okay to contact this Supervisor: Yes

Training Officer/Response Officer

Coordinated and organized all in-house and outsourced training. As the Training Officer, organized over a dozen training courses, given in-house to USCG personnel, or courses provided by other agencies (e.g. the EPA) where they would use the location as the course venue.

Maintained annual training budget that typically totaled \$60,000 to be used for sending unit personnel to in-house or outsourced training courses in order to obtain or maintain their qualifications.

Submitted cost estimates for courses and case deployments. As a Response Officer, responsible for breaking down the total cost of a deployment, involving personnel and/or equipment.

Liaison with other agencies to identify courses and schedule joint drills and exercises in Oil and Hazmat Response. Identified a venue located in the West Coast that would provide the same Hazmat Response Exercise capabilities as the traditional venue, but at a fraction of the cost. Also coordinated with the FBI, EPA, and local Fire Department to initiate an annual Hazmat Response Exercise at the venue to test the Team's capabilities in Hazmat and Bioterrorist Response.

Deployed to over two dozen oil and hazmat responses, working with Federal On-Scene Coordinators (FOSCs) from the EPA and the CG.

Coordinated with other agencies to assess environmental damage and monitor cleanup activities.

Education: University of Puerto Rico, Mayaguez Campus

Mayaguez, PR US

Bachelor's Degree - [REDACTED]

133 Semester hours

Major: Biology

Minor: N/A

GPA: [REDACTED]

Honors: [REDACTED]

USCG Officer Candidate School

New London, CT US

Technical or Occupational Certificate - [REDACTED]

Relevant Coursework, Licensures and Certifications:

Topics:- Leadership and Management

- Nautical skills (basic seamanship, Nautical Rules of the Road, piloting, navigation, marine safety, shipboard organization, search and rescue, maritime law enforcement, Incident Command System)
- Correspondence and Message writing
- Ethics
- Civil Rights
- Military Justice
- Social Etiquette

Job Related Training: Currently up-to-date on annual 8 hour HAZWOPER Refresher, [REDACTED], and annual Radiation Task Force Leader (RTFL) certifications. Trained in the use of ArcGIS as well as advanced Microsoft Office courses in Excel, Publisher and Power Point. Obtained Project Officer Certification and have received training in Project Management, Introduction to the Clean Water Act, Risk Assessment, Community Engagement Initiative, and the Environmental Justice Course. A detailed list of my training and certifications can be found below.

Date: Training:

[REDACTED] Introduction to Arc GIS
[REDACTED] Resume Prep and Job Interviewing Techniques
[REDACTED] Financial Planning in Uncertain Times
[REDACTED] 8hr HAZWOPER Refresher
[REDACTED] Project Management Training
[REDACTED] Hands on Radiation Equipment and Protocol Training
[REDACTED] Project Officer Basic Certification
[REDACTED] DAO Hybrid Refresher and First Timer Training
[REDACTED] RTFL Annual Refresher Training--Webinar Module #3
[REDACTED] Annual Refresher Training--Webinar Module #2
[REDACTED] Annual Refresher Training--Webinar Module #1
[REDACTED] EJSscreen Training
[REDACTED] RTFL Annual Refresher Training--Webinar Module #3
[REDACTED] RTFL Annual Refresher Training--Webinar Module #2
[REDACTED] RTFL Annual Refresher Training--Webinar Module #1
[REDACTED] Introduction to Arc GIS
[REDACTED] Online Annual Ethics Training
[REDACTED] Annual Radiation Task Force Leader (RTFL) Training and Exercise
[REDACTED] 8hr HAZWOPER Refresher
[REDACTED] Online EMS Training
[REDACTED] DiSC Training
[REDACTED] Introduction to the Clean Water Act (CWA)
[REDACTED]
[REDACTED]
[REDACTED] Community Engagement Initiative Training
[REDACTED] 8hr HAZWOPER Refresher
[REDACTED] Risk Communication
[REDACTED] 2003 Microsoft Excel, Mastering Charts and Graphs
[REDACTED]
[REDACTED] Microsoft Excel II
[REDACTED] RCRA Practicioners Course

Liberty Radiation Exercise (RadEx)
Liberty RadEx Training
Introduction to Risk Assessment
Intermediate Spanish
Environmental Justice (EJ) Fundamentals Course
RCRA Fundamentals--Pilot Presentation
Monitored Natural Attenuation of Petroleum & Chlorinated Hydrocarbons in Soil & Groundwater
Hazardous Waste Sampling Course
8hr HAZWOPER Refresher
Environmental Remediation Technologies
PME Encryption Training
ARC GIS presentation
InSitu Inc. Site Characterization Technology
Agriculture Workshop field tour: Algae Bio-fuel presentation
Radiation Safety Training
IT Security Awareness Trng: Personally Identifiable Information
Response Support Corps Appreciation and General Meeting
40 credits for Contractor Officer Representative (COR) Training
Advanced Corrective Action (CA) training: Getting to YES

RTFL (Radiation Task Force Leader) Training
Green Remediation Training--Session B
Green Remediation Training--Session A
2008 NOFEAR Act Training Module
Response Support Corps Orientation Training
CFR Training

Contaminant Source Survey and Microbial Source Tracking Workshop
8hr HAZWOPER Refresher
IT Security Awareness Training: Personally Identifiable Information
Additional Response Training (Coast Guard Years)
Oil Spill Response Technician (OSRT) Course
Safety and Health Decision Making for Managers
40hr HAZWOPER
Chemistry for Emergency Response
IS-00301: Radiation Emergency Response
ICS 300
ICS 100/200

[REDACTED] Hazardous Material Technician Incident Considerations and Tactical Field Operations Course (80hr)

[REDACTED] Leadership and Management Roadshow

[REDACTED] ICS Division/Group Supervisor Training

[REDACTED] IS-00700/00800: NRP and NIMS Introduction

[REDACTED] Shoreline Cleanup Assessment Training

[REDACTED] ICS Demobilization and Resource Unit Leader Training

[REDACTED]

[REDACTED] ICS-341: Incident Response Planning Training

[REDACTED] USCG Public Affairs Course

[REDACTED] ICS-400

[REDACTED] Team Leader and Facilitator Course

[REDACTED] ICS Status/Check-in Recorder Training

Languages: Spanish

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Professional Publications: RCRA Community Engagement Report

EPA Whitepaper on Green Remediation

Pacific Strike Team (PST) Bloodborne Pathogens Standard Operating Procedure (SOP)

PST Readiness SOP

PST Continuity of Operations Plan Instruction

References: Jeff Pallas

U.S. EPA

RCRA Division Deputy Director

[REDACTED]

[REDACTED]

Reference Type: Professional

Karen Knight

U.S. EPA

Former Corrective Action Section Chief

Reference Type: Professional

Michael Norman

U.S. EPA

Restoration and Underground Storage Tank Branch Chief

Reference Type: Professional

Brian Holtzclaw

U.S. EPA

Community Engagement Coordinator

Reference Type: Professional

Meredith Anderson

U.S. EPA

Acting Corrective Action Section Chief

Reference Type: Professional

Additional Information: SKILLS SUMMARY:

Strong ability to work in collaboration with diverse Team members, able to bring technical and administrative skills for more effective partnering.

Strong technical writing and proofreading skills, have drafted numerous Standard Operating Procedures (SOPs), instructions and research papers.

Excellent in Microsoft Word, Excel, Powerpoint, and Publisher. Experienced in word processing, able to type approximately 90 words/minute.

Proficient with ArcGIS 10.1.

Experienced in hazard categorization ("Hazcating") of unknown chemicals using the hazard categorization kit, the Hazmat Identifier, the MIRAN SapphIRe to identify gases, and other basic methods using pH paper and solubility tests

Experienced in performing atmospheric sampling and monitoring with the following equipment: • TVA-1000 to monitor and analyze volatile or organic (PID/FID) vapors

- PhD Ultra, the MultiRAE and the AreaRAE to identify multiple gases
- set up series of SKC pumps to monitor particulates in a given area over a period of time, collecting cartridges and sending off for analysis, following Chain of Custody procedures.
- set up DataRAM to monitor particulate concentration in real time
- used Draeger pump and colorimetric tubes to monitor concentration of specific chemicals in the atmosphere

Familiar with the set up and operation of the WeatherPak and heat stress monitor to monitor wind speed and direction as well as temperature and humidity.

Familiar with the following WMD Response Equipment: • Biothreat Alert (BTA) test strips Guardian Reader, on-sight screening of biological agents

- ██
- APD-2000, monitors for blister, blood or nerve agents

Environmental Protection Agency
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Position Title: Program Analyst, GS-0343-13

Resume

Lisa Ann McKinley

[REDACTED]

[REDACTED]

Mobile: [REDACTED]

Evening Phone: [REDACTED]

Day Phone: [REDACTED]

Email: mckinley.lisa@epa.gov

Country of Citizenship: [REDACTED]

Veterans' Preference: No, I do not claim Veterans' Preference

Highest Grade: 12

ICTAP Eligible: No

Availability: Job Type: Permanent

Detail

Work Schedule: Full-Time

Desired locations: US - GA - Atlanta

US - GA

Work Experience: Environmental Protection Agency

10/2010 - Present

Atlanta, GA US

Hours per week: 40

Series: 0001

Pay Plan: AA

Supervisor: Naima Halim Chestnut [REDACTED]

Okay to contact this Supervisor: Yes

Equal Employment Opportunity (EEO) Specialist

As part of Executive Order 13256, "to advance equal opportunity in higher education, to strengthen the capacity of historically black colleges and universities", representing the Office of Civil Rights and the regional Minority Academic Institute Program I led in the development of a national MOU between EPA, USDA and the 1890 Land-grant Universities. Worked closely with the Administrators Office and prepared briefing material and packages for management, developed multiagency communication and outreach strategy. Current responsibilities include the coordination of the Office of Civil Rights responsibilities for reporting under Minority Academic Institutions (MAI) initiatives; including outreach coordination and recruitment activities. Responsibilities include but are not limited to coordination with the Association of 1890 Research Directors to coordinated Diversity, EEOC and Recruitment related training at their 16th Biennial Research Symposium. Represented the Office of Civil Rights at the CSYWLA Environmental Day event, responsibilities included developing the Session sponsored by OCR as well as the coordination of the Rotational Stations for the students. Contribute to the regions review and documentation of the Region's civil rights, equal opportunity and Title VI (external complaints) programs, coordinates all follow up with grant recipients. Developing a data base to map and track various complaints. Was responsible for the development of the Region's first FY2009 and FY2010 DOJ Nondiscrimination Report - EO 12250 which included coordination with both the OPM, Grants, Finance and Cost Recovery Branch and the Regional

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Administrator's Office. In the process of developing a data base to log and track all MD715 documents. Represent the Office of Civil Rights in coordinated efforts with the Environmental Justice Program, serving on EJ grant review panels and currently serving as event coordinator for the upcoming 2011 Jacksonville EJ Showcase Children's Environmental Health Day Event. Provide support to the regional Diversity program as needed. Made sure that all Minority Academic Institution events include Diversity. Participated in the Diversity lecture series and related trainings. Reviewed and analyzed regional employment data documenting time, grade and education for targeted minority groups. Serves as the Office of Civil Rights (OCR) Liaison to a number of special emphasis programs including the Federal Women's Program and the Veteran's Program. Assist in program development and event coordination for all activities sponsored by the SEPM. Member of the Diversity Council, assist in minority recruitment and training efforts. OCR lead in the development of a partnership with The Eastern Band of Cherokee and Western Carolina that supports Children's Health and Recruitment Programs. Assist in achieving EEO goals. Developed draft reports including graphs and charts. Presented a review of this data with various Special Emphasis Program managers, specifically the Asian Program Manager. Served as planning chair for the Best Places to Work Showcase, developed all related materials including senior management briefings, outreach and PR materials, lead all planning meetings and development. Program Lead and Chair for Take Our Daughter and Sons to Work event. More than 80 children of EPA staff members attended this event that created another awesome learning environment and provided a unique insight into the daily work of EPA personnel, 52 managers and staff, 12 - dozen interns, 6+ senior staff participated. The purpose of TODS was to expose young children to the work of environmental protection and encourage them to pursue environmental/health careers. The children were exposed to a myriad of rotational activities that included WPD, SESD, APTMD, GIS and mapping, CID, a roundtable discussion with managers, and ended the day creating unique messages of inspiration to send to Administrator Jackson.

Chaired the 2011 Multi Agency Unity Day bi-annual event. Secured multiagency funding and support, developed all media, secured speakers and entertainment. Chair of OCR's sponsored "Holiday Wish List" program.

Extensive training in Title VI (EPA HQ).

As part of this position I completed the following task and can provide examples of this work upon request. Prepare briefing papers and talking points relating to public policy programs. I developed and conducted briefings for senior management officials where analyses are presented, along with conclusions and recommendations. I demonstrated In-depth experience in analyzing civil right laws, regulations and programs to determine the scope of their impact and anticipate potential reaction from various constituencies, specifically Title VI. I developed program planning documents such as resource requirements, program accomplishments, project descriptions, project output plans to define program direction.

Environmental Protection Agency

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61 Forsyth St SW

Atlanta, GA 30303 US

Hours per week: 40

Pay Plan: GS

Grade: 12

This a time-limited appointment or temporary promotion

Supervisor: Lynorae Benjamin ██████████

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Okay to contact this Supervisor: Yes

Environmental Scientist

Detail Air Planning Branch, Regulatory Development Section

Assisted with the development of the Regional Haze State Implementation Plans (SIPS) by supporting the Regional Haze Expert by conducting needed research and review of documents and docket comments, also attended a number of National Haze Work group calls. Provided support to the Regional Ozone Designations through federal docket review. Authored a federal register notice and co-authored a second as well as drafted three additional notices.

Environmental Protection Agency

10/2006 - 10/2010

Atlanta, GA US

Hours per week: 40

Pay Plan: GS

Grade: 12

Supervisor: Chris Plymale ([REDACTED])

Okay to contact this Supervisor: Yes

Environmental Scientist

As an Env. Scientist I have experience in implementing env. regs. & programs, enforcement authoring technical reports & correspondence, briefing material & presentations for EPA staff and management, local and state governments, other federal agencies, industry leaders the general public and producers. I have conducting 52 CAFO inspections which often included one on one discussions, informal presentations that explained federal policies & regulations, technical aspects of a producers NMP, etc. Provided tech support as formal presentations which included doc. to ongoing enf. actions for council, staff, management and RA. Developed press summaries for enforcement actions & serviced as an Ag. Expert to the Office of Public Affairs when needed, served in a similar role to the Office of Cong. Affairs on a CAFO related responses. Performed project management task as lead for NC CAFO flyovers 08-09, partnership included OECA, CID, NC SID, NCDEQ. As lead, task included project planning and scheduling, worked with HQ to develop maps, developed QA/QC protocol & safety plans. led all Made recommendations and provided tech. support as part of the National Underground Storage Tank Ag. WG which evaluated provisions of RCRA and presented regional opinions to decisionmakers and stakeholders. Served as regional lead to the 08 CAFO Rule provided written communication, advice, recommendations, regional analyses and reports. Lead the CAFO field training (including all presentations) for 08 National Insp. Training. Invited by OECA, to represent Region at the FRRCC Ag., Livestock & Poultry WG Meeting, 08. and to serve as the Regional Rep. on the National Ag Sector CAFO panel, 08. Interacted with state and federal organizations on environmental compliance including the following; organized TN CAFO comp. meetings, 07-8, developed and implemented the Perdue EPA Clean East Program, the development of the MOU, assessments, as well as all training & marketing tools, prepared briefing for EPA and Perdue management, designed brochures & displays to support this educational program. Lead training effort for 50+ stakeholders, program expanded to include 1000+ servicemen trained. 07-10 Led CAFO Enf. field trainings, through , presentations, instruction and site inspections for 3 regional & 16 state inspectors, & 3 OWM Staff, 09-10

As part of this position I completed the following task and can provide examples of this work upon request. Advise senior management on alternative courses of action by

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summarizing policy options on several major enforcement actions, including St. Johns Dairies as well as pending regulatory development, stakeholder input, anticipated outcomes, etc., to assist in developing policy and program direction. Prepare speeches, briefing papers, and talking points, relating to environmental or public policy programs, for RA as well as HQ. I developed and conducted briefings for senior management officials where analyses are presented, along with conclusions and recommendations. I demonstrated In-depth experience in analyzing environmental laws, regulations and programs to determine the scope of their impact and anticipate potential reaction from various constituencies. I developed program planning documents such as resource requirements, program accomplishments, project descriptions, project output plans to define program directions and activities. Built on my twenty years of program development and masters in this field and identified resource implementation issues regarding program development for the programs I managed. Used project management tools to develop technical project plans, budgets and analyses. Developed common business practices from several different models to streamline processes and practices. Used analytical methods to review data and transactions for possible violations. I interpreted process performance against established indicators to determine efficiency.

Environmental Protection Agency

03/2010 - 07/2010

Atlanta, GA US

Hours per week: 20

Pay Plan: GS

Grade: 12

This a time-limited appointment or temporary promotion

Supervisor: Fred Thompson [REDACTED]

Okay to contact this Supervisor: Yes

Special Assignment

As a follow up to the January 23, 2010, inaugural Congressional Black Caucus' (CBC) tours of Environmental Justice (EJ) areas with Administrator visit to Greenville and Jackson, Mississippi Region 4 was tasked with coordinating a number of follow up activities in coordination with the Minority Academic Institutions Program

On special assignment (while still maintain a number of my responsibilities in Water Enforcement), selected by Doug Mundrick, then acting Deputy for the Water Protection Division, I worked in collaboration with Jewel Harper and the Regional Minority Academic Institutions Program in the development and collaboration of a MOU and Program/Summit with Mississippi Valley State University (HBCU). I represented the Water Protection Division, along with Fred Thompson (SES Candidate) as part of the Water Protection Summit Team. Our specific focus was the coordination, preparation and implementation of the program's agenda as well as facilitating a number of specific sessions. I specifically played a leadership role in is the development of the University Network Capacity Building Session. This team was support by a Regional Advisory Team, which I coordinated, to partner with the Mississippi Department of Environmental Quality, the City of Greenville, Mississippi through Mayor, Heather McTeer Hudson's office, the NC Environmental Finance Center and Mississippi Valley State University.

The Team coordinated a multi-media Summit that addressed key environmental issues that confronted communities in the Delta. The Summit included an executive session where Acting Regional Administrator, Stan Meiburg, met with mayors and other elected officials to discuss environmental justice concerns specific to the Delta. I was specifically

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responsible for coordinating 3 Workshops, Grants and Funding, Innovative Financing and Building Capacity through the University Network. I also had an opportunity to meet with students from the Nollie Jenkins

I developed a Logic Model for our both the MOU with Mississippi Valley state as well as a second for the Nollie Jenkins Family Center, a partnership established during MS Delta Environmental Summit efforts are underway to expand the model to include the MOU that was also established during this Summit both are currently being implemented by the Regional Minority Academic Program.

As part of this position I completed the following task and can provide examples of this work upon request. Advise senior management on alternative courses of action by summarizing policy options, stakeholder input, anticipated outcomes, etc., to assist in developing program direction. Prepare briefing papers and talking points, relating to the programs. I developed program planning documents such as resource requirements, program accomplishments, project descriptions, project output plans to define program directions and activities.

University of Georgia

08/2000 - 10/2006

USDA - Cooperative Extension Service

Salary: \$58,000.00 USD Per Year

Athens , GA US

Hours per week: 20

Supervisor: Jorge Atiles (REDACTED)

Okay to contact this Supervisor: Yes

Children's Environmental Health Partnersip Coordinator

Established the Interagency Agreement with EPA Region 4, USDA-CSREES and 17 LandGrant Universities that developed a regional awareness campaign for parents, teachers and community leaders to protect children from environmental health risks at home, school and play.

Responsibilities included, Coordination with EPA's Office of Children's Health Protection (OCHP), Regional Children's Environmental Health (CEH) Coordinator, and the Regional EPA schools programs to support the Agency in implementation of Local, state and Healthy Homes and School Initiatives.

Advising the USDA, University and EPA Regional Senior Management on policies, projects, emerging issues, and administering and resolving complex. Was responsible for providing leadership, coordination, leveraging of resources, programmatic and technical assistance on issues related to schools. Identified programmatic and operational goals and develop short and long-term goals and plans using the logic model, developed training. Develop program plans, budgets, strategies, timelines for implementation, and measures of success; build consensus, negotiate and resolve conflicts, and facilitate dialogue among all involved parties; and, brief management on issues and recommend solutions to management for removing roadblocks which may hinder program success. Chaired, secured and administered \$6.8 million dollars in IAGs, grants and other funds for children's environmental health and watershed education efforts(as documented in attached dossier). Under the candidates leadership the CEH Partnership "accomplishments included the establishment of contacts in all the southeastern states that coordinate children environmental health training, education and outreach programs that have reached over 20 million people." Wayne Garfinkel, EPA Region IV Children's Environmental Health Coordinator.

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Maintained regular contact via conference calls, electronic/hard copy correspondences, and regular meetings. Coordinated the annual conference which included meetings and training is held each year to share the past year's accomplishments and determine the future direction of the program. Annual meetings focusing on topics including but not limited to asthma, lead, mercury, mold, air quality, and safe drinking water have provided training to over 160 participants.

These efforts included the development of annual plans of work, logic model efforts in specific areas like asthma. Served as author and or editor to numerous related publications pertaining to Home Assistance, Healthy Homes and Children's Environmental Health Extension Publications (as documented in attached dossier).

As part of this position I completed the following task and can provide examples of this work upon request. Advise senior management on alternative courses of action by summarizing policy options, stakeholder input, anticipated outcomes, etc., to assist in developing policy and program direction. Prepare speeches, briefing papers, and talking points, relating to environmental and public policy programs, specifically relating to Children's Environmental Health issues. I developed and conducted briefings for senior management officials where analyses are presented, along with conclusions and recommendations. I demonstrated In-depth experience in analyzing environmental laws relating to Children's health. I developed program planning documents such as resource requirements, program accomplishments, project descriptions, project output plans to define program directions and activities. I identified resource implementation issues regarding program development for the programs I managed. Used project management tools to develop technical project plans i.e Logic Model, budgets and analyses. Developed common business practices from several different models to streamline processes and practices. Used analytical methods to review data. I interpreted process performance against established indicators to determine efficiency.

SEE ATTACHED 45 page faculty dossier for expanded descriptions and examples of responsibilities.

University of Georgia

08/1999 - 10/2006

USDA - Cooperative Extension Service

Athens, GA US

Hours per week: 40

Supervisor: Beverly Sparks [REDACTED]

Okay to contact this Supervisor: Yes

USDA-CSREES / EPA Liaison, Public Service Associate (Faculty)

Faculty Member - Public Service Associate

SEE ATTACHED 45 page faculty dossier for expanded descriptions and examples of responsibilities.

Represented the USDA- Cooperative State Research, Education and Extension Service (CSREES) and land-grant universities in EPA Region IV; responsible for establishing communication to enhance relations and help facilitate partnerships between USDA-CSREES, EPA and the eight land-grant universities and nine 1890 land-grants in this region. Provides leadership in strengthening coordination and cooperation among EPA, state environmental agencies, USDA CSREES, Cooperative Extension in the eight state region, other USDA agencies, and related agricultural, environmental and health agencies. Identified and provided related Extension educational materials, including materials developed for underserved audiences, to EPA and other partners as appropriate. Communicates with others to

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obtain their ideas, identify potential problems and make recommendation to achieve problem resolution. Serves as liaison in identifying and communicating research, information, and education needs of Extension audiences to EPA and other appropriate organizations. Extensive experience in collaborating and creating partnerships through the development and implementation of integrated education and outreach programs in areas including pesticides, surface and groundwater protection, watershed education, pollution prevention, children's environmental health (CEH), under-served audiences and environmental justice (EJ) issues as well as other initiatives as assigned. Extensive experience interpreting and applying environmental laws and regulations and served as a point of contact to provide advice based on knowledge of laws, regulations, Executive orders, procedures and policies while applying this knowledge to perform a variety of independent, complex work assignments relating to environmental laws and regulations. Co-Led on a number of EPA/USDA-CSREES Interagency Agreements (IAGS) including the CEH Partnership, Lead Compliance Project, WEN a watershed outreach and training program between EPA and Extension, and the Stream Restoration Training Program led by NC State. Serve on various review panels including EJ, Env. Education, CAFOs and Strategic Agriculture. Facilitated the coordination of the IAG between EPA and CSREES to develop the NPDES CAFO Inspector Training and served as planning team member. Developed a number of MOUs including 1890 EJ initiative. Served as Acting Ag. Expert and, 319 coordination for Tennessee, and Water Division EJ Team member. Asked by RA to serve as the Forum Chair of the "Federal Framework for Balancing Agriculture and the Environment: Opportunities for Collaboration", a meeting with NRCS and Extension. Provided expertise based on my knowledge of the organizational structure, management policies, procedures, and practices of the EPA Region 4 including the functions of subordinate organizations, and the composition of their workforce by occupation, grade level, race, sex and other relevant characteristics.

As part of this position I completed the following task, as detailed in dossier, and can provide examples of this work upon request. Advise senior management on alternative courses of action by summarizing policy options, stakeholder input, anticipated outcomes, etc., to assist in developing policy and program direction. Prepare speeches, briefing papers, and talking points, relating to both environmental and public policy programs. I developed and conducted briefings for senior management officials at the 17 Universities, USDA and EPA, where analyses are presented, along with conclusions and recommendations. I demonstrated In-depth experience in analyzing environmental laws, regulations and programs to determine the scope of their impact and anticipate potential reaction from various constituencies. I developed program planning documents such as resource requirements, program accomplishments, project descriptions, project output plans to define program directions and activities. I identified resource implementation issues regarding program development for the programs I managed. Used project management tools to develop technical project plans, budgets and analyses. Developed common business practices from several different models to streamline processes and practices. Used analytical methods to review data and interpreted process performance against established indicators to determine efficiency.

Environmental Protection Agency

08/1999 - 10/2006

Atlanta, GA US

Hours per week: 40

Supervisor: Tom Welborn

Okay to contact this Supervisor: Yes

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USDA-CSREES / EPA Liaison

Joint Position with University of Georgia, Cooperative Extension Service EPA SPECIFIC ASSIGNMENTS Water Division FTE, serve on Regional and National EPA and USDA Workgroups, Co-Led on a number of EPA/USDA-CSREES IAGs including the CEH Partnership, Lead Compliance Project, WEN a watershed outreach and training program between EPA and Extension, and the Stream Restoration Training Program led by NC State. Serve on various review panels including EJ, Env. Education, CAFOs and Strategic Agriculture. Facilitated the coordination of the IAG between EPA and CSREES to develop the NPDES CAFO Inspector Training and served as planning team member. Developed a number of MOUs including 1890 EJ Initiative. Served as Acting Ag. Expert and, 319 coord. for Tenn., and Water Division EJ Team member. Asked by RA to serve as the Forum Chair of the "Federal Framework for Balancing Agriculture and the Environment: Opportunities for Collaboration", a meeting with NRCS and Extension. WORK EQUIVALENT TO GS13/14 as documented by other USDA Liaisons. Detailed account of the following are included in support documentation in my 2004 academic dossier for promotion provides a detailed account of this position, as well as summarized in responsibilities for this position as Public Service Associate at University of Georgia.

Dossier documents extensive experience in all of the following program areas.

- Maintain a partnership approach between citizens and agencies in conducting public participation and community programs to help reconcile concerns and/or issues, identify innovative approaches/techniques for achieving a meaningful exchange of information and identify information needs and formulates communication strategies
- Develop and coordinate development of outreach materials for increasing public awareness and understanding of Superfund community involvement activities, including workshop materials, interactive videos, and other instructional aides
- Develop and coordinate training for EPA staff and Federal agencies on all aspects of community involvement
- Advise site teams and senior managers of public, media, and political reactions to program and site specific conditions, actions, and policy statements by recommending and implementing courses of action to resolve problems through meetings, press releases, and effective communications with the media and the public
- Develop, coordinate, and maintains any on-site community field offices including contractor support requirements by developing strategies for on-site information collection, maintenance, and storage of access agreements, sampling maps, result letters, site maps, etc.

As part of this position I completed the following task, as detailed in dossier, and can provide examples of this work upon request. Advise senior management on alternative courses of action by summarizing policy options, stakeholder input, anticipated outcomes, etc., to assist in developing policy and program direction. Prepare speeches, briefing papers, and talking points, relating to both environmental and public policy programs. I developed and conducted briefings for senior management officials at the 17 Universities, USDA and EPA, where analyses are presented, along with conclusions and recommendations. I demonstrated In-depth experience in analyzing environmental laws, regulations and programs to determine the scope of their impact and anticipate potential reaction from various constituencies. I developed program planning documents such as resource requirements, program accomplishments, project descriptions, project output plans to define program directions and activities. Built on my twenty years of program development and masters in this field and identified resource implementation issues regarding program development for the programs I managed. Used project management tools to develop technical project plans, budgets and analyses. Developed common business practices from several different models to

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streamline processes and practices. Used analytical methods to review data and interpreted process performance against established indicators to determine efficiency.

Georgia Environmental Organization (GEO)

09/1994 - 12/1999

Atlanta, GA US

Hours per week: 10

Supervisor: Olin Ivey - Director ([REDACTED])

Okay to contact this Supervisor: Yes

Event Coordinator, Board Member, Secretary

Consultant/Volunteer with the Georgia non-profit, GEO, in a number of areas, served as Board Member and Secretary from 1996 through 1999. Served as event coordinator on numerous programs i.e GEO Earth Day Song Writing Contest and Recycled Clothing Day. For these events prepared flyers and press release materials, managed data bases and sent letters to sponsors and participants. Organized and hosted numerous fund-raises and social events. For these events planned all facets of the events, invitations, room arrangements, organized volunteers, sponsors etc. Chaired membership committee in 1995 and again in 1998. Developed all organizational materials, summary of mission and objectives, board organizations etc. As secretary kept record of all board meetings and was responsible for all correspondence. Supported lobbying effort during the 1994 and 1995 Legislative Sessions. Prepared summary documents on GEO and other environmental organizations stance on various pieces of environmental legislation. Planned the GEO and GEC (Georgia Environmental Council) 1994 "Georgia Environmental Issues Forum". This event brought together the environmental community in Georgia (agencies and non-profits) to hear the gubernatorial and lieutenant governor candidates speak on environmental issues. Responsibilities included planning the events, invitations, recruiting sponsors and volunteers as well as working with the candidate's staff to insure their attendance. As part of this position I completed the following task and can provide examples of this work upon request. Prepare speeches, briefing papers, and talking points, relating to environmental and public policy programs. As part of this position I completed the following task and can provide examples of this work upon request. Advise senior management on alternative courses of action by summarizing policy options, stakeholder input, anticipated outcomes, etc., to assist in developing policy and program direction. Prepare speeches, briefing papers, and talking points, relating to environmental and public policy programs. I demonstrated In-depth experience in analyzing environmental laws. I developed program planning documents such as resource requirements, program accomplishments, project descriptions, project output plans to define program directions and activities.

University of Georgia, Cooperative Extension Service

01/1996 - 08/1999

USDA - Cooperative Extension Service

Athens, GA US

Hours per week: 40

Supervisor: Bobby Tyson ([REDACTED])

Okay to contact this Supervisor: Yes

Extension Program Specialist - Pollution Prevention Coordinator

Responsibilities included Georgia state Farm and Home Assessment (Farm*A*Syst,

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Home*A*Syst, <http://www.uwex.edu/farmasyst/>) Coordinator and Editor, statewide training coordinator; developed partnerships with national and state interests. Developed the first Farm Assessment Program that assisted producers in interpreting how the Clean Water Act, Clean Air Act, Federal Insecticide, Fungicide and Rodenticide Act applied to their farming activities. The assessment allowed producers to evaluate their activities as the applied to environmental laws. Led the development over the twenty plus Farm*A*Syst publications, served as editor to all assessments and two newsletters, Farm*A*SYST Today, and Sustainable Times, author of a number of publications, news articles and presentations. Contributed to the development National Basic Farm*A*Syst Model, serving as part of a Multiagency National Workgroup which targeted diversity, environmental justice and underserved communities, this document and support materials which incorporated civil rights related legislation and programs. Facilitated partnerships, managed 22 member advisory committee, oversaw a small grants program and led all training. I received a number of awards for programs that addressed civil rights, environmental justice and underserved communities including an USDA Secretary's Honor Nomination and a Hammer Award. The 2000 USDA Secretary's Honor Group Award Nominee was recommended by both USDA-CSREES and USDA-NRCS for the development of a National Basic Farm*A*Syst Model, serving as part of a Multiagency National Workgroup. I contributed to the development of a program and support materials for under-served and minority, farmers and communities, which included materials that specifically addressed environmental concerns amongst Island populations as well as African Americans and Latino communities. Including, but not limited to, Helping Local People Help Themselves, Targeting Under-served Audiences with Farm*A*Syst, National Farm*A*Syst Booklet, Awards Included: • USDA - Secretary's Honor Award - Group Award, recommended by USDA-CSREES and USDA-NRCS, National Basic Farm*A*Syst Model Development Team (2000) • NRCS Team Award for Civil Rights, GA winner candidate for National recognition, Team Agriculture GA (TAG) (1999) for work including but not limited to coordinating two Small and Beginning Farmer Workshops as a, Small Farmer Conference to focused on EJ concerns • Farm*A*Syst Outreach to Under-served Client Water Quality, Lower Muskogee Creek Tribe (1999) • Farm*A*Syst Outreach to Under-served Client Water Quality, GA Tribe of Eastern Cherokee, EJ Community (1999) • In the Spirit of Working Together for Rural America, USDA-Forest Service TAG, including hosting a Limited Resource Farm Summit, which provided EJ information from a number of USDA Agencies(1999)• HAMMER AWARD - Farm/Home*A*Syst program was selected to receive Vice President Gore's Hammer Award As part of this position I completed the following task and can provide examples of this work upon request. Advise senior management on alternative courses of action by summarizing policy options, stakeholder input, anticipated outcomes, etc., to assist in developing policy and program direction. Prepare speeches, briefing papers, and talking points, relating to environmental and public policy programs, specifically relating to voluntary Environmental Assessments. I developed and conducted briefings for senior management officials where analyses are presented, along with conclusions and recommendations. I demonstrated In-depth experience in analyzing environmental laws relating to Environmental Assessments. I developed program planning documents such as resource requirements, program accomplishments, project descriptions, project output plans to define program directions and activities. Built on my twenty years of program development and masters in this field and identified resource implementation issues regarding program development for the programs I managed. Used project management tools to develop technical project plans budgets and analyses and evaluation. Used analytical methods to review data. I interpreted process performance against established indicators to determine efficiency.

SEE ATTACHED 45 page faculty dossier for expanded descriptions and examples of

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responsibilities.

Office of Education Archdiocese of Atlanta

01/1994 - 06/1995

Atlanta, GA US

Hours per week: 40

Supervisor: Reverend Young ([REDACTED])

Okay to contact this Supervisor: Yes

Educational Program Assistant

Worked closely with the Directors for Children, Youth and Adult Education, developed materials to support Archdioceses programs, including press releases and promotional materials, handout and curriculum as well as planned trainings, meetings and annual conference.

University of Florida / St. Johns County Florida

04/1992 - 08/1993

3125 Agricultural Center Drive,

Salary: \$42,000.00 USD Per Year

St. Augustine, FL

Hours per week: 50

Supervisor: James Dilbeck - retired ([REDACTED])

Okay to contact this Supervisor: Yes

Saint Augustine, FL 32092 US

County Extension Agent 4H & Youth Programs

University of Florida Faculty

Grass roots Coordinator for a county based , local, 4-H and Extension Youth Program for St. Johns County, Florida. Programs included 200+ community club members, 1200 participants in the in-school programs, 50+ resource volunteers, 20+ leaders and a 14 member Advisory Board. Also worked with local and state representatives (County Commissioners and House and Senate Representatives) to document impacts and testimony of the county based 4-H program to secure funding. Extension representative at the UF Environmental Educators Workshop, State 4-H Strategic Planning Team Member and facilitated an Extension (4-H) program presented by invitation at the States Earth Day celebration at Disney World. Member of the Executive Board of Florida 4-H Agents Association. Also served as the County Livestock Specialist. Developed an Agriculture & Natural Resource Ambassador Program to encourage middle school students to continue their 4H careers through high school and college. In addition to participating in leadership and personal development programs they promoted environmental sustainability, and farm preservation, they helped younger children learn where their food came from and how to make smart food choices. This effort also hosted 4Hers from other states that visited Space Camp with a fun filled day and sleep over at the ag center. They were selected to present the, Recycling Adventures Program, at the state's first Earth Day celebration held at Walt Disney World. Coordinated a number of in school programs including the Tropicana Speech Contest which reached over 1200 students. Developed and coordinated a number of Farm to Table related programs for School and Ambassador Programs, also piloted in the St. John School District. Worked with the City of Hastings and various potato and cabbage farmers on numerous farm related trainings. Contributed a number of articles for the St. Augustine Record, author of the monthly newsletter and received awards for the development of various presentation and

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youth related materials including the Adopt-A-Bike program and 4-H Record Book. Developed a Diversity program for extension professionals, volunteers and students based on my knowledge of the special equal opportunity problems encountered by women, people with disabilities, and members of other minority groups this program included cultural and linguistic barriers applying conventional fact-finding and analytical methods to develop recommendations for eliminating barriers to these diverse populations. Lead and facilitated a number of public meetings and focus groups that effected youth programming at the county level. Explained policies and programs that effected local clientele. Presented various environmental programs to the media and press through interviews and press releases, coached youth on skills needed when interacting with the media and public officials. A complete portfolio of example of the programs and materials developed is available upon request.

As part of this position I completed the following task and can provide examples of this work upon request. Advise county and state manager on alternative courses of action by summarizing policy options, stakeholder input, anticipated outcomes, etc., to assist in developing policy and program direction. Prepare speeches and youth programs relating to the environmental. I developed and conducted briefings for local government officials where analyses are presented, along with conclusions and recommendations. I developed program planning documents such as resource requirements, program accomplishments, project descriptions, project output plans to define program directions and activities. Developed common business practices from several different models to streamline processes and practices.

SEE ATTACHED 45 page faculty dossier for expanded descriptions and examples of responsibilities.

Georgia Environmental Council
12/1991 - 04/1992
Atlanta, GA US
Hours per week: 20
Supervisor: Edith Kelley Manns
Okay to contact this Supervisor: Yes

Editor, 1992 GEC Legislative Monitor
Governor's Intern, Served as Editor for the 1992 Georgia Environmental Council (GEC) Legislative Monitor, responsible for weekly publication and mailings, tracked environmental legislation with an emphasis on Agriculture. Prepared briefings for College of Agriculture and Environmental Sciences to be used at Agricultural and Natural Resource House and Senate Committee meetings. Completed a special project, working towards legislative action to make the Georgia Cooperative Extension Service as part of Preservation 2000. Prepared final report to the Governors Office as part of program. Examples of Weekly Publication, Drafted Resolution and comments from Wayne Jordan, Extension Director as well as final report available upon request. (also attended Graduate School)

Brill Corporation
06/1990 - 12/1990
Norcross, GA US
Hours per week: 40
Supervisor: Bob Brill
Okay to contact this Supervisor: Yes

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Public Affairs Specialist, Customer Service

Responsible for all public affairs and worked with customers on a daily basis, conducted trainings and developed, tested and edited the user manual for windows based agricultural feed formulation software. Also presented professional meetings and hosted exhibits at regional and national trade shows. (also attended Graduate School)

University of Florida, Marston Science Library

09/1989 - 05/1990

Gainesville, FL US

Hours per week: 40

Library Technical Assistant

Worked with University Staff in conducting science based literature searches, worked the information desk and taught numerous student programs. (also attended Graduate School)

Gold Kist

09/1987 - 05/1989

Atlanta, GA US

Hours per week: 40

Supervisor: Don Mabe

Okay to contact this Supervisor: Yes

Account Executive

- Account Executive, Golden Poultry, Pompano Distribution Center

Responsible for building food service accounts, including client base development, marketing and outside sales. Exclusive representative for Broward Hospital District and export sales assistant. Also served as Corporate Consultant on product safety and food quality, responsible for all employee training and addressing clientele concerns.

Prepared Media materials for educational effort to the Salmonella scare that took place in the late 80s.

- Operations Analyst, West Georgia Division, Carrollton, GA

Extensive work and training in all aspects of Broiler Production, Processing, Marketing and Environmental Issues, Completed both on Farm and In-Plant Environmental Assessments

Gold kist

06/1986 - 09/1986

Atlanta, GA US

Hours per week: 40

Supervisor: Don Mabe ()

Okay to contact this Supervisor: Yes

Intern

Completed an extensive environmental and yield study in processing plant and assisted servicemen with on farm inspections and assessments. Extensive work and training in all aspects of Broiler Production, Processing, Marketing and Environmental Issues, Completed both on Farm and In-Plant Environmental Assessments. Assisted in the coordination of worked Farm to City event. Spent 2 months in the Office of Human Resources assisting in the recruitment and training of new hires including policies governing Equal Employment Opportunity.

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[REDACTED]
[REDACTED]
[REDACTED]
Master's Degree - [REDACTED]

150 Quarter hours

Major: Extension Administration & Communications

Minor: Program Development, Communications and Public Relations

GPA: [REDACTED]

Relevant Coursework, Licensures and Certifications:

Thesis: Social Background and Attitudinal Factors Influencing Voluntary Action Among Adult 4-H Leaders from Florida at the Southern Region Leader Forum

Governor's Appointed Intern, Dec 1991 - April 1992

Editor for the 1992 Georgia Environmental Council (GEC) Legislative Monitor, responsible for weekly publication and mailings, tracked environmental legislation with an emphasis on Agriculture

College of Agricultural and Life Sciences
[REDACTED]
[REDACTED]

Some College Coursework Completed - 05/1990

GPA [REDACTED]

Relevant Coursework, Licensures and Certifications:

Communications, Program Development & Delivery

[REDACTED]
[REDACTED]
Bachelor's Degree - 06/1987

543 Quarter hours

Major: Agricultural Science

GPA: [REDACTED]

Relevant Coursework, Licensures and Certifications:

Gold Kist Poultry Internship, June 1986 - September 1986

Completed an extensive environmental study in processing plant and assisted servicemen with on farm inspections and assessments, outreach and marketing.

Job Related Training: WISE Regional Diversity Training

EPA National Special Emphasis Programs Development Training

ECMS Training

EEOC Training Institute, Technical Assistance

Enforcement Officer - Credentials

OCEA National Inspector Training

Introduction to Environmental Criminal Enforcement, CID

Geographical CAFO Data Screening Methodology and Results Training (Revised 2006), CID, Special Litigation and Projects Division

IS-100 Introduction to Incident Command System, I-100

IS-200 ICS for Single Resources and Initial Action Incidents

IS-700 National Incident Management System (NIMS), An Introduction

IS-800.B National Response Plan (NRP), An Introduction

NPDES Permit Writers Course

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Modeling Discharges to the Waters of the US, OECA, Washington, DC
Modeling for CWA Enforcement and Jurisdiction, OECA, Webinar
Hydrology 101 and Significant Nexus, OECA, Webinar
Hydrologic Modeling of CAFO Sites for Enforcement and Jurisdiction, OECA, Webinar
Introduction to Clean Water Act
Introduction to Safe Drinking Water Act
Water Quality Standards Academy
introduction to Clean Air Act
Region 4 Rapanos Training
Technical Writing Techniques - Written Communications
GSWCC - Storm Water Fundamentals - Level 1A
Stream Restoration, A Natural Channel Design
Advance Training in Logic Model Development (presented jointly by EPA and Tenn Extension Service)
Hazwoper
First Aid
CPR
Annual Safety Refresher
Georgia Nutrient Management Plan (NMP) Training
North Carolina NMP Training
Alabama NMP Training
Additional trainings are included in 2004 Dossier, included as support documentation

Affiliations: Federal Womens Program
OCR Manager & Liaison

WISE - Women in Science & Engineering
OCR Manager & Liaison

Saddle Up Cobb - Riding Club
Member

GB Stables
Summer Horse Camp Coordinator

Professional Publications: Federal Times - Spotlight Summary 9/11
Watershed Education Network Summary, Part of Regional 406 project, author, 2004
Watershed Education Network, Plan of Work, author, 2003
Children's Environmental Health Impact Summary, distributed to EPA and Extension Management, author, 2003
Children's Environmental Health Partnership Power Point Presentation, author/presenter at a number of EPA and Extension Manager Meetings, 2003
Extension and Water Quality Programs Power Point Presentation, author/presenter to EPA and State Water Directors, 2002
CSREES/CAFO Regulations PowerPoint Presentation; author/presenter and distributed to all Extension Directors by USDA-CREES, 2001
EPA and NRCS Nutrient Management Plan Requirements, author, used by EPA, NRCS and CSREES at the national level, 2001
Improving Drinking Water for the Rural Resident, Georgia Farm/Home*A*Syst, co-author, T.

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Tyson, L. A. Kelley, 1997

Poultry Composting, Georgia Farm*A*Syst, co-author F. Henning, W. Segars, L.M. Risse, J.

Worley, L. A Kelley, 1997

Protecting Your Well Through a Farm and Home Assessment, National Farm*A*Syst Publication, Development Team Member, co-author I. Camacho, J. Castro, L. A. Kelley, D. Knox, M.

Morales, G. Negron-Rios, J. Pagan, S. Perez, R. Tony, S. Williams and J. Wright, 1997

Pesticides on the Farm, Agricultural Pollution Prevention Factsheet Series, author, 1997

You Can Improve Your Drinking Water Well, Agricultural Pollution Prevention Factsheet Series, author, 1997

Heating And Cooling Systems: Saving Energy (Home*A*Syst), Agricultural Pollution Prevention Fact sheet Series, author, 1997

Farm*A*Syst Information Package, writing, layout and design, author, 1997

Site Assessment, Georgia Farm*A*Syst, co-author L. A. Kelley, L.M. Risse, 1997

Overall Assessment, Georgia Farm*A*Syst, author, 1997

Hazardous Materials Storage, Handling and Waste Disposal, co-author, H. Hudson, L.A. Kelley, 1997

What is Farm*A*Syst, Introduction to Assessments, author, 1997

Georgia Farm*A*Syst, pamphlet, author, 1996

1992 Georgia Environmental Council (GEC) Weekly Legislative Monitor, editor, 1992

Additional professional publications are included in Dossier, included as support documentation.

References: Reverend Gene Barrett, M.S.

St. Thomas Catholic Church

Parochial Vicar

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Personal

Jewell Harper

EPA Region 4

Sustainability Initiative Coordinator

Phone Number: 404-562-4300

Email Address: harper.jewell@epa.gov

Reference Type: Professional

Mary Ann Rozum

National institute of Food and Agricultural Sciences

National Program Leader, Environment

Phone Number: [REDACTED]

Email Address: [REDACTED]

Reference Type: Professional

Richard Colbert

EPA - OECA

Branch Chief

Phone Number: 202-564-2320

Email Address: colbert.richard@epa.gov

Reference Type: Professional

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Additional Information: Atlanta Federal Executive Board - Outstanding Partnership External
- Winner, 2012

[REDACTED] [REDACTED] [REDACTED]
EPA Superior Accomplishment Award, 2012
EPA Time Off Award, 2012
EPA Time Off Award, 2011
EPA On The Spot Award, 2011
EPA Region 4 Diversity Award, 2011

[REDACTED] [REDACTED]
EPA Superior Accomplishment Award, 2010
EPA Time Off Award, 2010
EPA Superior Accomplishment Award, 2009
EPA Time Off Award, 2009
EPA Bronze Medal, Perdue Clean Bays Initiative , 2009
EPA Superior Accomplishment Award, 2008
EPA Time Off Award, 2008
EPA Quality Step Award QSI, 2008
EPA Superior Accomplishment Award, 2007
EPA Time Off Award, 2007
EPA Team Award, 2007
EPA Regional RARE Grant, Conversion of Wastewater Treatment Facilities into Biorefineries,
2006
EPA Time Off Award, 2006
EPA National Children's Environmental Health recognition Award, 2006
EPA National Children's Environmental Health recognition Award, 2005
Keep Smyrna Beautiful, Service Award, Board Member, 1999-04
Alabama Association of Extension Professionals, Friend of Extension Award, Auburn
Extension Specialist Award, 2003
U.S. Poultry and Egg, In Recognition of Service, 2001
USDA - Secretary's Honor Award - Group Award Nominee, recommended by USDA-CSREES and USDA-
NRCS, National Basic FarmASyst Model Development Team, 2000
NRCS Team Award for Civil Rights, Georgia winner candidate for National recognition, TAG
Team Agriculture Georgia, 1999
USDA-Forest Service, In the Spirit of Working Together for Rural America, TAG Team
Agriculture Georgia, 1999
Natural Resources and Environmental Management NREM Flagship Program Georgia FarmASyst,
1999
HAMMER AWARD - FarmASyst and HomeASyst program was selected to receive Vice President
Gore's Hammer Award recognizing joint efforts of U.S. EPA, USDA's NRCS and CSREES as well
as the contributions of state programs across the country. 1999
Additional honors, awards and leadership activities are included in 2004 Dossier, included
as support documentation.

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Document Name: DD 214

Name: MCKINLEY, LISA

AIDX: 12518

Telephone 1: Other - [REDACTED]

Telephone 2: Other - [REDACTED]

Email: mckinley.lisa@epa.gov

February 18, 2015

Lisa Ann (Kelley) McKinley

University of Georgia

Cooperative Extension Service

Extension CSREES/EPA Liaison Region IV

Recommended for Promotion

to

Public Service Associate

Lisa Ann (Kelley) McKinley
Extension CSREES/EPA Liaison
Promotion Dossier

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B. VITA

Name: Lisa Ann (Kelley) McKinley

Department: Cooperative Extension Service, Associate Dean for Extension

Title: Extension CSREES/EPA Liaison Region IV

Present Rank: Public Service Assistant

Date Rank Effective: [REDACTED]

% of Total Salary budgeted on:

Resident Instruction _____ Research _____

Extension Service 100% Admin. _____

1. Education

[REDACTED] **Master of Extension Administration**

[REDACTED]
Focus: Program Development

[REDACTED] **Bachelor of Agricultural Science**

[REDACTED]
Focus: Poultry Science

2. Continuing Education:

National Continuing Ed. Programs are Bolded

- 2004 Smart Growth Training Course: EPA-sponsored, Atlanta, GA., August 16-18, 2004
- 2004 Safe Drinking Water Training Course: Maximum Contaminate Level/Toxicology, EPA-sponsored, Atlanta, Ga., June 24, 2004
- 2004 **CSREES Nutrient Management Training**, SEWQP and NC State-sponsored, May 4-5, 2004
- 2003 Getting and Reporting Results in Non-Point Source Programs Training, Rensselearville Institute, Atlanta, Ga., July 15, 2003
- 2002 Introduction to Stream Restoration Using Natural Channel Design Techniques, Mobile, Ala., Feb. 5-6, 2002
- 2002 Housing/Built Environment, UFL in-service training, Ocala, Fla., Feb. 21-22, 2002
- 2001 **National Biodiversity Education Leadership Institute, World Wildlife Fund/Disney's Animal Kingdom**, Orlando, Fla., Aug. 7-11, 2001
- 2000 Best Management Practices for Cattle Producers, UGA-sponsored, Calhoun, Ga., May 24-25, 2000
- 2000 NC State, Stream Restoration & Protection in North Carolina Workshop, Boone, N.C., Aug. 14 - 17, 2000
- 2000 EPA, Tribal Non-point Source Pollution Workshop, Region IV, Atlanta, Ga., Aug. 22-23, 2000
- 1999 **Conservation 2000, Agricultural TMDL Workshop**, New Orleans, La., Conservation Technology Information Center, Tetra Tech, NRCS and EPA -sponsored, Dec. 14, 1999
- 1999 Southeast Clean Water Action Plan Partners Training; EPA-sponsored, Atlanta, Ga., Feb. 9-10, 1999
- 1999 **Environmental Issues Training, U.S. Poultry & Egg - International Poultry Exposition**, Atlanta, Ga., Jan. 21 - 22, 1999
- 1998 Winter School, classes, Rock Eagle, Eatonton, Ga., Jan. 20 - 21, 1998
- 1998 **International Poultry Exposition, Animal Waste**, Atlanta, Jan. 21, 1998
- 1998 **National Pollution Prevention Roundtable**, Cincinnati, Ohio, April 28 - May 1, 1998
- 1998 Word Perfect/ Powerful Presentations, Athens, Ga., May 12, 1998
- 1998 Sustainable Agriculture Training, Barrow County, Winder, Ga., July 29, 1998
- 1998 State Soil & Water Society Meeting, Botanical Gardens, Athens, Ga., Sept. 18, 1998
- 1998 Access Atlanta, Web Page Design Training, Atlanta, Ga., Nov. 11, 1998
- 1997 Winter School, classes, Eatonton, Ga., Jan. 14-17, 1997
- 1997 Designing the Model: Implementing Service Learning at UGA, faculty team participant, Annual Public Service and Outreach Conference, Athens, Ga., Jan. 30, 1997
- 1997 **Impact Corporation, Accountability Based Training for Higher Education**, Santa Monica, Cal., March 25, 1997
- 1997 Water Quality Monitoring Training & Workshop, Tulsa, Ok., April 5, 1997
- 1997 Interactions: White Paper Breakout Team Member, Athens, April 13-16, 1997
- 1997 4-H Environmental Education Training, Agent Observation Day, Rock Eagle, Eatonton, Ga., April 17, 1997

- 1997 Environmental Education Training Course, Wonders of Water, National Parks/EPD QA Certified in Chemical Stream Monitoring, Chattahoochee River National Recreation Area, Atlanta, Ga., July, 29-30, 1997,
- 1996 Introduction to Word Perfect, Eatonton, Ga.
- 1996 Effective Communication Skills, Extension Training and Development, Athens, Ga.

3. Employment History

- Aug. 1999 - Present **Extension CSREES/EPA Liaison Region IV**
UGA Cooperative Extension Service, Atlanta, Ga.
 Represents the USDA-CSREES and land-grant universities in EPA Region IV; responsible for establishing communication to enhance relations and help facilitate partnerships between USDA-CSREES, EPA and the eight land-grant universities and nine 1890 land-grants in this region.
- Jan. 1996 - Aug. 1999 **Extension Program Specialist - Agricultural Pollution Prevention, Georgia Farm*A*Syst Coordinator**
UGA Cooperative Extension Service, Athens Ga.
 Responsibilities included Georgia Farm*A*Syst Coordinator and Editor, statewide training coordinator; developed partnerships with national and state interests.
- Jan. 1994 - May 1995 **Program Assistant**
Office of Education, Catholic Archdiocese of Atlanta, Atlanta, Ga.
 Worked closely with the Directors for Children, Youth and Adult Education, developed materials to support Archdiocesan programs, including press releases and promotional materials, handouts and curriculum as well as planned trainings, meetings and annual conference.
- April 1992 - Aug. 1993 **County Extension Agent**
St. Johns County Florida, St. Augustine, Fla.
 Coordinator for 4-H and Extension Youth Programming for St. Johns County, Florida. Program included 200+ community club members, 1200 participants in the in-school programs, 50+ resource volunteers, 20+ leaders and a 14 member Advisory Board. Extension representative at the UF Environmental Educators Workshop, State 4-H Strategic Planning Team Member and facilitated an Extension (4-H) program presented by invitation at the state's Earth Day celebration at Disney World. Member of the Executive Board of Florida 4-H Agents Association. (County funded position)
- Dec. 1991 - April 1992 **Georgia Environmental Council Legislative Monitor**

*Environmental Council (Governor's Intern Program),
Atlanta, Ga.*

Completed a special project, working towards legislative action to make the Georgia Cooperative Extension Service a part of Preservation 2000.

Editor for the 1992 Georgia Environmental Council (GEC) Legislative Monitor, responsible for publication and mailings, tracked environmental legislation with an emphasis on Agriculture.

June 1990 - Dec. 1990

**Customer Service Representative, Contract
Position/Graduate Project**

Brill Corporation, Atlanta, Ga.

Worked with customers on a daily basis, conducted trainings and developed, tested and edited the user manual for Windows-based agricultural feed formulation software.

Transferred to Graduate School, University of Georgia

Sept. 1989 - May 1990

Library Technical Assistant

*Agricultural Focus, Marston Science Library,
University of Florida, Gainesville, Fla.*

Worked with University Staff in conducting ag related literature searches, worked the information desk and taught numerous student programs.

Started Graduate School, University of Florida

March 1988 - May 1989

**Broward County Extension Advisory Board,
4-H and Youth**

Broward Extension Service, Ft. Lauderdale, Fla.

Assisted county staff in the development and implementation of community based extension program. Worked with fundraising endeavors and served as chair and corporate liaison for the South Florida 4-H Poultry BBQ Contest.

Sept. 1997 - May 1989

Account Executive - GoldKist

Golden Poultry, Pompano Distribution Center

Responsible for building food service accounts, including client base development, marketing and outside sales. Exclusive representative for Broward Hospital District and export sales assistant. Also served as Corporate Consultant on product safety and food quality, responsible for all employee training and addressing clientele concerns.

Operations Analyst - GoldKist

West Georgia Division

Extensive work and training in all aspects of broiler production, processing and marketing. During this time served as a corporate volunteer for 4-H Livestock programs in Carroll and Haralson County, GA.

Internship

West Georgia Division, June 1986 - Sept 1986

Completed an extensive yield study in processing plant and assisted servicemen with on-farm assessments.

4. Academic Service

Service to the University of Georgia/other Southeastern Land-grant Institutions

2003-04	UGA Ag and Natural Resource Committee
2002-04	Regional Coastal America Working Group
1999-04	EPA Region IV Ag Work Group Committee
1999-04	EPA Region IV Children's Environmental Health Liaison Committee
1999-04	EPA Region IV Strategic Ag Initiative Committee
1999-04	EPA Region IV Non-point Source Pollution Committee
1999-04	EPA Region IV Water Division Outreach Committee
1999-04	Southern Region Extension Water Quality Coordination Committee
2002	National Conservation Title Work Group
2000-02	National EPA Non-point Working Group
2000-01	National Poultry Waste Planning Committee
1997-99	National Basic Farm*A*Syst Model Development Team

Service to the College of Agricultural and Environmental Sciences

2004	Candidate represented <i>The College</i> on recruitment video for the College
2004	Candidate represents the Extension Director's Office with the Georgia Green Schools Program
2004	included EPA Ag representatives to Turf Field Day, Griffin, Ga.
2003-04	Partnering with the Georgia Aquarium
2003	Arranged meeting with Extension Director Meeting with Alan Barnes, EPA Chief of staff and EPA Region 4 Pesticide Program representatives
1996-00	Sunbelt Agricultural Expo, UGA Exhibit, Moultrie, GA.
1996-99	Team Agriculture Georgia (TAG) Extension Representative
1996-98	4-H Project Achievement Judge
1996-97	Co-chair Environmental Section, Ag Showcase '97
1997	State Agricultural Sustainability Extension Representative
1996	CAES representative on Georgia Ag '96, a committee to represent Georgia Agriculture at the Centennial Olympic Games

Service to the Department

1996-01	State Science Fair Judge
1996-02	Southern Region Farm*A*Syst Advisory Committee
1996	Georgia USDA Whole Farm Planning Issues Team, Initiatives and

	Cost Committee
1996-97	Georgia Environmental Organization - GEO Agricultural Sustainability Working Group

5. Professional Service

National Professional Memberships:

2000-04	National Poultry Water Quality Consortium
1999-04	National EPA Ag Sector Contacts
2001-02	Women in Science and Engineering

National/Regional Leadership and Special Assignments:

2004	Contributed to the National Ag Sector Contacts, Strategic Plan and EPA Administrator's 500 Day Plan (ag section)
2004	Lead the Development of the EPA Environmental Justice / 1890 Partnership
2004	Contributed to the Collaborative Conference for Water Programs and hosted meeting with EPA EJ Program
2004	Drafted Memorandum of Understanding between Environmental Justice Program and 1890 Landgrants in EPA Region 4 states
2004	Planning Committee, EPA National Office of Research and Development (ORD), Regional Science Training Workshop for Managers, AFO/CAFO Training, session chair
2003-04	Working with the Georgia Aquarium, EPA and Extension to Develop an Educational Gallery at the Aquarium
2001-04	National Water Quality Pollution Prevention Theme Team, CSREES
2000-04	Children's Environmental Health Conference Planning Committee
2000-04	Review committee for 319 grant proposals and related materials
2003	Lead the Development of and secured funding for the Watershed Education Network (WEN)
2002	National Conservation Title Work Group, CSREES, Farm Bill White Paper Committee
2002	Southern Region Water Quality Coordinators, Chair
1997-02	Developed National AFO/CAFO program materials, represented the national program at outreach efforts and national and regional meetings. National Program sponsors, EPA, USDA - CSREES and NRCS
2001-02	U.S. Poultry and Egg, Family Farm Environmental Excellence Award, Selection Committee
2001	EPA Ag Briefing Paper, National EPA Ag Advisor
2001	Agriculture and the Environment Issues in the Southeast EPA Meeting, Atlanta,

	GA, planning committee and host committee
2001	Regional Children's Environmental Health Conference Host Committee
2001	EPA Regional Agriculture Meeting Planning Committee
2001	Southern Region Extension Water Quality Conference Planning Committee
	Meeting, Gulf Shores, Ala., meeting chair
2001	Sustainable Agriculture Research and Education - Professional Development Program (SARE-PDP) Grant Review Panel
2001	Southern Region Water Quality Coordinators, Vice-chair
2000	Southern Region Water Quality Coordinators, Secretary
2000	Panel Member, CSREES 406 Grant; (July 16-21, 2000, Washington, DC); reviewed 10 full proposals, reviewed all abstracts
2000	Southern Region SARE - Professional Development Proposal Review, Reviewed 6 proposals
2000	Reviewed Kentucky Water Stewards Program Materials
2000	Reviewed NC A&T Environmental Education Grant
1997	"Protecting Your Well Through a Farm & Home Assessment," National Farm*A*Syst Publication, Development Team Member
1997	Environmental Quality Incentive Program Ranking Priority Area Proposals (NRCS), Evaluation Team B, Chattahoochee River Basin

Regional/State Professional Memberships:

1998-04	Keep Georgia Beautiful
2001-02	Atlanta Chapter, Women in Science and Engineering
2000-01	Georgia Hispanic Pesticide Program
1996-01	Georgia Adopt-a-stream
1996-01	Georgia Environmental Organization (GEO)
1998-00	Georgia Environmental Council (GEC)

Regional/State Leadership and Special Assignments:

2004	Reviewed Mercury materials developed by Kentucky as part of regional HUD grant.
2003-04	Georgia Aquarium Outreach Program Team
2000-04	Reviewed and approved State Children's Environmental Health Project Proposals
1999-04	EPA Region IV Agricultural Strategy Work Group
2002	Living Along a Kentucky Stream publication review committee
2001-02	State Environmental Education Planning Work Group
1998-02	Georgia Adopt-A-Stream Advisory Board
1998-02	Georgia Stream Buffer Initiative Working Group
2001	Georgia Home*A*Syst publications review committee
2001	Kentucky Master Water Program materials review
2001	Environthon Non-point Planning Committee, EPA Region IV
1998-00	Georgia Environmental Organization (GEO), Board of Director - Secretary
1998-1999	Georgia Environmental Council, Board Member

- 1996-99 Georgia Sustainable Agriculture Stakeholders Advisory Working Group
- 1998 Environmental Quality Incentive Program Ranking Priority Area Proposals, a USDA/NRCS funded program, State Farmer Ranking committee, Bogart, Ga.
- 1997 State Water Festival Planning Committee, National Drinking Water Week Program
- 1997 Environmental Quality Incentive Program Ranking Priority Area Proposals, a USDA/NRCS funded program, Evaluation Team B, Chattahoochee River Basin

Local Professional Memberships:

1996-1999 Atlanta Farm Club
1996-1999 4-H Volunteer, Cobb and Fulton Counties
1996-1997 Upper Chattahoochee River Keeper

Local Leadership and Special Assignments:

1998-04 Keep Smyrna Beautiful, Board Member, Keep America
Beautiful Affiliate, Smyrna, Ga.

6. Community Service:

- 1996-04 St. Thomas the Apostle Catholic Church, Member
- 1997-04 Keep Smyrna Beautiful, Board Member, Keep America Beautiful Affiliate, Smyrna, GA
- 1999-03 Smyrna Birthday Festival, Edible Aquifers demonstration for children
- 1999-03 Smyrna Work Glove Luncheon, Volunteer
- 1998-03 Great American Clean Up, Smyrna, Committee and Volunteer
- 1999-02 Rivers Alive Clean Up, Smyrna, Committee and Volunteer
- 1999-02 Bring One for the Chipper, Christmas Tree recycling program, Volunteer
- 1999-02 Georgia Environmental Organization (GEO), Board of Directors,
- 1999-02 Georgia Adopt-A-Stream Advisory Board
- 2000 Centennial Park Earth Day Festival, Edible Aquifers demonstration for children
- 2000 Hands on Atlanta Day, built playground as part of Smyrna/HomeDepot Team
- 1998-99 Atlanta Organization for Faith and the Environment, Member
- 1996-98 Mt. Vernon Presbyterian, Sunday Child Care Program, Instructor
- 1996-98 Mt. Vernon Presbyterian, Family Camp Instructor
- 1996-98 Cobb and Fulton County 4-H Volunteer
- 1997 Department of Natural Resources, Georgia Outdoor Family Festival, volunteer
- 1996 Skua Productions, community environmental play group

7. Honors and Awards: *National Awards are Bolded*

- 1999-04 Service Award, Keep Smyrna Beautiful, Board member
- 2003 Friend of Extension Award, Auburn Extension Specialist Award, Alabama Association of Extension Professionals
- 2001 **In Recognition of Service, U.S. Poultry & Egg**
- 2000 **USDA - Secretary's Honor Award - Group Award Nominee, recommended by USDA-CSREES and USDA-NRCS, National Basic Farm*A*Syst Model Development Team**
- 1999 NRCS Team Award for Civil Rights, Georgia winner candidate for National recognition, TAG Team Agriculture Georgia
- 1999 Farm*A*Syst Outreach to Under-served Client Water Quality, Lower Muskogee Creek Tribe, Grady County
- 1999 Farm*A*Syst Outreach to Under-served Client Water Quality, Georgia Tribe of Eastern Cherokee, Lumpkin County

- 1999 In the Spirit of Working Together for Rural America, USDA-Forest Service TAG Team Agriculture Georgia
- 1999 Natural Resources & Environmental Management (NREM) Flagship Program Georgia Farm*A*Syst
- 1999 Georgia Agricultural Pollution Prevention
- 1999 **HAMMER AWARD - Farm*A*Syst/Home*A*Syst program was selected to receive Vice President Gore's Hammer Award recognizing joint efforts of U.S. EPA, USDA's NRCS and CSREES as well as the contributions of state programs across the country.**

8. Invited Presentations and Lectures:

International/National/Regional: *National Presentations are Bolded*

- 2004 ***Children's Environmental Health Opportunities Workshop, Priester Conference***, L.A. McKinley, Wiggins, K. Henkens, L. Booth
- 2004 *Liaison Update and Opportunities to Partner with EPA*, Southern Region Extension Directors Meeting, L.A. McKinley, Savannah, Ga., April 5, 2004
- 2004 *Watershed Education Network*, Southern Region Water Coordinators meeting, L.A. McKinley, Atlanta, Ga., March 23, 2004
- 2004 ***Children's Environmental Health Partnership, Including the 1890s, USDA-CSREES National Water Quality Conference***, R. Williamson, L.A. McKinley, Clearwater, Fl., January 13, 2004
- 2004 *Georgia Aquarium Partnership*, Water Managers EPA Region 4, W. Cox, J. Derby, C. Alexander, L.A. McKinley, January 8, 2004
- 2003 *Extensions Roll in Partnering with EPA*, EPA Region 4 Water Management Retreat, L.A. McKinley, Atlanta, Ga., December 8, 2003
- 2003 *Partnering for Fun and Profit Workshop*, Southern Region Extension Water Quality Conference, L.A. McKinley, M. Rozum, C. Wiggins, K. Henkens, F. Walker, Ruidoso, NM., Oct. 20, 2003
- 2003 *Watershed Education Network*, EPA Water Management Division Directors, L.A. McKinley, Atlanta, Ga., Dec. 9, 2003
- 2003 *CSREES Partnerships, Pond Creek Example*, L.A. McKinley, EPA & State Nonpoint Meeting, Atlanta, GA., July 16, 2003
- 2003 *Liaison Update*, Athens, GA (participants on conference call), L.A. McKinley., June 18, 2003
- 2003 *Pond Creek Project Summary*, EPA Watershed Coordinators, L.A. McKinley, Atlanta, Ga., May 22, 2004
- 2002 *Building State Capacity Water Outreach Partnership*, EPA Water Management Division Directors, L.A. McKinley, C. Alexander, Atlanta, Ga., Oct. 7, 2002
- 2002 *Building State Capacity Water Outreach Partnership, Wetlands, Coastal & Watersheds*, Branch Chief, L.A. McKinley, C. Alexander, Atlanta, Ga., Aug. 9, 2002

2002	<i>Building State Capacity Water Outreach Partnership</i> , EPA Office of Public Affairs, L.A. McKinley, C. Alexander, Atlanta, Ga., Aug. 16, 2002
2002	Children's Environmental Health Partnership 2 nd Annual Conference Planning Committee Meeting, EPA Region IV, Atlanta, GA, Atilas, Booth, Garfinkel, McKinley & Mobley, Aug. 21, 2002
2002	<i>Building State Capacity Water Outreach Partnership</i> , EPA Water Division Director, L.A. McKinley, C. Alexander, Atlanta, Ga., Aug. 21, 2002
2002	<i>Looking at Genetic Engineering Through the Lens of Sustainability - Break Out Facilitator, Southern Meeting - Sustainable Agriculture Research and Education, Professional Development Program (SARE PDP)</i> , Chattanooga, Tenn., Jan. 23 - 24, 2002
2002	<i>Protecting Land, Sea and Sand for a Healthy Environment & Economy</i> , 7 th Annual US Virgin Islands Non-point Source Pollution Conference, St. Johns, Children's Environmental Health Partnership Poster/Presentation, Meeting with Extension Water Quality Coordinator, Region 2 Extension/EPA Liaison, and EPA to discuss bringing the partnership to U.S. VI, May 16 - 17, 2002
2002	<i>America's Clean Water Foundation, Presentation on EMS</i> , EPA Region IV, Atlanta, Ga., March 25, 2002
2002	<i>State AFO/CAFO Regulations</i> , U.S. Poultry & Egg Environmental Management Seminar, Nashville, Tenn., March 5-6, 2002
2002	<i>National Water Quality Coordinators Conference, Arranged EPA Partners Panel, Children's Environmental Health Partnership Presentation</i> , Boise, ID, March 9-13, 2002
2002	<i>Agriculture & the Environment</i> , Vo-Ag Classes, Lake Weir & Belleview High School, Ocala, Fla., Feb. 20, 2002
2001	<i>Working with CSREES and Southern Region Water Program</i> , Region IV Non-point Source Pollution Partnership Meeting, EPA Region IV, Atlanta, Ga., June 26 - 27, 2001
2001	<i>USDA Primer Discussion</i> , E. Graves, J. Henry, L.A. McKinley, EPA National Ag Sector Work Group, Dallas, Tx., April 9 - 11, 2001
2001	<i>Agricultural Strategy Briefing with Regional Administrator</i> , Carmichael, Roberts, McKinley, EPA Region IV, Atlanta, Ga., June 13, 2001
2001	<i>Confined Animal Feeding Operation Regulations in the Horse Industry</i> , Southern Equestrian Trails Conference, Clemson, S.C., March 15-16, 2001
2001	<i>Grant Writing Workshop focusing on EPA 319(h) and CSREES - Section 406 and Initiative for Future Agriculture and Food Systems</i>

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AFS),

2001 presenter, hosted, EPA Region IV, Atlanta, Ga., Feb. 12, 2001
 Region *Southern Region Animal Waste Initiative Workshop*, hosted, EPA
 IV, Atlanta, Ga., Feb. 12 - 14, 2001

2001 *Environmental Issues: EPA Rules*, L.A. McKinley, M.A. Rozum;
 North Central & Southern Region Ag & Natural Resource Program
 Leaders Meeting, Washington, D.C., Feb. 18-21, 2001

2001 *Environmental Issues: EPA Rules* - L.A. McKinley, Rozum, North
 Central & Southern Region Ag & Natural Resource Program
 Leaders Meeting, Washington, D.C., Feb. 18 - 21, 2001

2001 *Need for Hispanic Pesticide Training Program*, EPA Region IV
 Pesticide Stewardship Committee, Atlanta, Ga., May 31, 2001

2001 *Introduction to Extension and Land-Grant Universities*, EPA
 Region IV Watersheds Section Meeting, Atlanta, Ga., Oct. 18,
 2001

2001 *Extension's Role in TMDL Development: Sustaining Our
 Momentum*,
 Carmichael, Prud'homme, McKinley, Southern Region Extension
 Water
 Quality Conference, Gulf Shores, Ala., Oct. 28, 2001

2000 *Federal Lands, Unified Federal Policy Meeting*, Marietta, Ga., by
 invitation, facilitated meeting, March 14, 2000

2000 *Extension Programming on Non-point Pollution*, EPA Tri-Regional
 Non-Point Meeting (Regions III, IV, VI and this year also V), Tulsa,
 Ok., August 7-10, 2000

2000 *Stream Restoration & Protection in North Carolina Workshop*,
 Boone, N.C., Aug. 14-17, 2000

2000 *Watershed Workshop*, EPA Region IV Water Branch Chiefs

2000 *Watershed Action Strategy*, Friends Of Lake Keowie Society,
 Extension Staff and EPA Meeting, Clemson, S.C., Sept. 12, 2000

2000 EPA Region IV Science Days, Atlanta, Ga.

2000 *Farm*A*Syst / Water Quality*, North Florida Growers Association
 Meeting, Putnam County, Fla.

2000 *Farm*A*Syst/Home*A*Syst*, EPA Region IV Water Branch Chiefs

2000 Extension Water Quality Programs, EPA Region IV Water Branch
 Chiefs L.A. McKinley, M.A. Rozum, USDA-CSREES, J. Hairston,
 Atlanta, Ga., Oct. 23, 2000

1999 *Building Successful Partnerships in Water Quality*, Raleigh, N.C.,
 Stream monitoring course instructor, Watershed Stewardship
 Seminar, April 18-20, 1999

1999 *Under-served Audiences/Cherokee Project, National Farm*A*Syst
 Regional Meeting*, Seattle, Wash., L.A. McKinley, May 19-23,
 1999

1999 *Under-served Audiences/Cherokee Project, National Farm*A*Syst
 Regional Meeting*, Washington, D.C., June 2-5, 1999

1999 *Georgia Farm*A*Syst, Southern Landowners Outreach
 Conference*, Birmingham, Ala., Jan. 11-12, 1999

- 1999 *Southeastern Clean Water Action Partners Workshop*, EPA Region IV, Atlanta, Ga., Feb. 9 - 10, 1999
- 1999 ***Gwinnett Pilot Project, Farm*A*Syst, Developing Watershed Solutions: Community Partners, (North American Lakes Management Society, NALMS)***, Clemson University, Anderson, S.C., March 25, 1999
- 1999 *Introduced as Liaison, short presentation*, Joint Southern Region Program Leadership Committee Meeting, Biloxi, Miss., , Aug. 31, 1999
- 1999 *Liaison presentation*, Farm*A*Syst EPA Region 6 Meeting, Dallas, Tx., , Nov. 29 - Dec. 1, 1999
- 1998 *Farm*A*Syst presentation*, OCRM Southern Meeting, , St. Thomas, U.S. Virgin Islands, Oct. 13 - 15, 1998
- 1998 ***Georgia's Agricultural Pollution Prevention Program, National Pollution Prevention Roundtable***, Cincinnati, Ohio, April 28 - May 1, 1998
- 1998 ***Well Head Protection Presentation, Japan/American Grassroots Summit***, Charlie Elliot Wildlife Center, Covington, Ga., Nov. 14, 1998
- 1998 ***Watershed Stewardship Presentation - AgP2 Session, Moderator - Beyond Household Hazardous Waste Session, National Pollution Prevention Roundtable***, Cincinnati, Ohio, April 28 - May 1, 1998
- 1997 ***National Farm*A*Syst Presentation with USDA, National Poultry Science Meeting (PSA)***, Athens, Ga., Aug. 3-5, 1997
- 1997 National Poultry Extension Workshop, Athens, Ga., Aug. 3, 1997
- 1996 *Pollution Prevention and Farm*A*Syst*, Farm Services Agency Personnel May 8, 1996

State/Local:

- 2004 *Children's Environmental Health*, Opening Presentation, Clemson In-service Health Training, L.A. McKinley, W. Garfinkel, Columbia, SC., May 25, 2004
- 2004 *Government & Water Issues*, Dr. Charles McPeak's Animal & Dairy Science Course, UGA, L. McKinley, Athens, Ga., February, 19, 2004
- 2003 *CEH Update/Overview*, Mississippi State, MS, September 17, 2003
- 2003 *Liaison Update for Alabama*, L.A. McKinley, Auburn, AL., April 29, 2003
- 2002 *EPA Watershed Program*, Georgia, Upper Suwanee River Agency, L.A. McKinley, M. Peltier, C. Roberts, Tifton, Ga., May 23, 2002
- 2002 *Extension Liaison Role*, State Water Directors, L.A. McKinley, Atlanta, Ga., April 25, 2002
- 2001 *Water Quality/Edible Aquifer Presentation*, A. Fallon, L.A. McKinley, W.I.S.E. Take Your Daughters to Work Day, EPA Region IV, Atlanta, Ga., June 20, 2001
- 2001 *Confined Animal Feed Operations*, Carroll County Poultry Association, Carrollton, Ga., May 24, 2001

2001	<i>Partnerships with EPA and Extension</i> , L.A. McKinley, A. Fallon, Dr. Dhir, Biotech Students, Ft. Valley, Ga., June 26, 2001
2001	<i>EPA Proposed CAFO Regulations</i> , L.A. McKinley, H. Hatzel, Georgia State CAFO Meeting, July 12, 2001
2000	<i>EPA Grant Opportunities, Water Stewardship Seminar (Butts, Jasper & Newton Counties)</i> , Nov.16 - 17, 2000
2000	<i>Extension Involvement in Watershed Programs</i> , Upper Suwanee River Water Summit, Tifton, Ga., Dec. 14, 2000
2000	<i>Covering Georgia Agriculture</i> ; Tifton, Ga., Georgia Extension seminar for Georgia Press Association, EPA Water Quality programs, May 11, 2000
2000	<i>Farm*A*Syst/Water Quality</i> , North Florida Growers Association, Putnam County, Fla., April 27, 2000
1999	<i>Georgia Water Resources Conference</i> , Athens, Ga., Watershed Stewardship Seminar, March 29-31, 1999
1999	<i>Georgia Farm*A*Syst</i> , Walton County Soil & Water Management Meeting, Monroe, Ga.
1999	<i>Oconee River Soil & Water Conservation District Teacher Workshop</i> , Farm*A*Syst presentation and exhibit
1999	USDA-NRCS, Natural Resources Conservation Workshop (for High School Students), Abraham Baldwin Agricultural College, Tifton, Ga., Pollution Prevention/Water Quality course instructor, June 20-24, 1999
1999	Adopt*A*Stream Advisory Board Meeting, Dahlonega, Ga., Farm*A*Syst/Cherokee Project presentation, June 25, 1999
1999	Farm*A*Syst Training, Gainesville, GA, Aug. 18, 1999, instructor
1998	Heard County Cattlemen Association, Carrollton, Ga., May 18, 1998
1998	Georgia Department of Agriculture Dairy Inspectors, Atlanta, Ga., Dec. 16, 1998
1998	<i>TAG Small Farmer Conference</i> , FVSU, Ft. Valley, Ga., Aug. 18, 1998
1998	<i>National Basic Farm*A*Syst Model Development Team</i> , Athens, Ga., Aug.19-20, 1998
1998	Composting Conference, Athens, Ga., Sept. 8-11, 1998
1998	<i>State Soil & Water Society Meeting</i> , Botanical Gardens, Sept. 18, 1998
1998	Lower Muskogee Creek Tribe, Farm*A*Syst Presentation as relates to Mini-Grant, Oct. 23, 1998
1998	<i>Farm*A*Syst Presentation as relates to Mini-Grant</i> , Georgia Tribe of Eastern Cherokee, Oct. 25, 1998
1998	<i>Farm*A*Syst/Drinking Water Quality Presentation and Youth Project</i> , Morgan County High School, Madison, Ga., Oct. 29, 1998

- 1998 *Farm*A*Syst Presentation*, Japan/American Grassroots Summit, Charlie Elliot Wildlife Center, Covington, Ga., Nov. 14, 1998
- 1998 *Farm*A*Syst Presentation*, Jasper County Heritage Park Planning Committee Meeting, Monticello, Ga., Dec. 1, 1998
- 1998 *Farm*A*Syst presentation*, Jasper County Extension Ag. Advisory Committee, Monticello, Ga., Dec. 1, 1998
- 1998 *Farm*A*Syst Presentation*, Georgia Department of Agriculture Dairy Inspectors, Atlanta, Ga., Dec. 16, 1998
- 1998 *Farm*A*Syst presentation*, Heard County Cattlemen Association, Carrollton, Ga., May 18, 1998
- 1998 *Farm*A*Syst presentation*, Georgia Agribusiness Council (GAC) and GEMC, Atlanta, Ga., June 1, 1998
- 1998 Natural Resources Conservation Workshop, Water Quality Instructor, Abraham Baldwin Agricultural College, Tifton, Ga., June 14 -18
- 1998 TAG Small Farmer Conference, Sustainable Ag Training, Ft. Valley State University, Ft. Valley, Ga., Aug. 18, 1998
- 1998 *Composting Conference, Ag. P2 Program (Farm*A*Syst)*, Athens, Ga., Sept. 8-11, 1998
- 1998 Georgia Environmental Council Legislative Reception, Farm*A*Syst material part of Pollution Prevention Display, Atlanta, Ga., Jan. 28, 1998
- 1998 Piedmont Soil & Water Conservation District, Watershed Stewardship Seminar Presentation, Rock Eagle, Eatonton, Ga., Feb. 9, 1998
- 1998 Georgia Ag Roundtable, Watershed Stewardship Seminar & Farm*A*Syst Presentation Capital, Atlanta, Ga., Feb. 10, 1998
- 1998 Georgia State Cattlemen's Association Meeting, Ag. Policy and Land Meeting, Watershed Presentation, Athens, Ga., Feb. 13, 1998
- 1998 Watershed Stewardship Seminar, Planning Committee, Eatonton, Ga., March 11-12, 1998
- 1997 *Farm*A*Syst Presentation*, Screven County, Managing Water Resources, Feb. 4, 1997
- 1997 *Managing Pesticide Storage & Handling*, New Pesticides/Biotechnology Workshop (State, Certified Pesticide Applicators Training), Georgia Farm*A*Syst, Gwinnett Justice Center, Lawrenceville, Ga., March 21, 1997
- 1997 *Investigating Ecosystem Dynamics at the Watershed Level*, Poster and Presentation Georgia Farm*A*Syst, Athens, Ga., April 13 -16
- 1997 *Farm*A*Syst*, Water Stewards Meeting (Agribusiness Council), Macon, Ga., May 27, 1997
- 1997 Organized State Home*A*Syst Meeting for Potential Partner Organizations, Home*A*Syst Presentation/Report from National Meeting, Athens, Ga., June 30, 1997
- 1997 *Farm*A*Syst*, Oconee Cattlemen's Association, Watkinsville, Ga., July 28, 1997
- 1996 Coordinated National Drinking Water Week Program in Morgan and Putnam Counties, Madison, Ga., June 27, 1997

1996 *Farm and Home Water Quality Assessments*, Gwinnett County
Sierra Club, June 26, 1997

9. Publications

Completed Publications

National Publications are Bolded

- 2004 Watershed Education Network Summary, Part of Regional 406 project, author
- 2003 Watershed Education Network, Plan of Work, author
- 2003 **Children's Environmental Health Impact Summary, distributed to EPA and Extension Management, author**
- 2002 **Children's Environmental Health Partnership Power Point Presentation, author/presenter at a number of EPA and Extension Manager Meetings**
- 2002 Extension & Water Quality Programs Power Point Presentation, author/presenter to EPA and State Water Directors
- 2001 **CSREES/CAFO Regulations PowerPoint Presentation; author/presenter and distributed to all Extension Directors by USDA-CREES**
- 2001 **EPA and NRCS Nutrient Management Plan Requirements, author, used by EPA, NRCS and CSREES at the national level**
- 1997 Improving Drinking Water for the Rural Resident, Georgia Farm/Home*A*Syst, co-author, T. Tyson, L. A. Kelley
- 1997 Poultry Composting, Georgia Farm*A*Syst, co-author F. Henning, W. Segars, L.M. Risse, J. Worley, L. A Kelley
- 1997 **Protecting Your Well Through a Farm & Home Assessment, National Farm*A*Syst Publication, Development Team Member, co-author**
I. Camacho, J. Castro, L. A. Kelley, D. Knox, M. Morales, G. Negron-Rios, J. Pagan, S. Perez, R. Tony, S. Williams and J. Wright
- 1997 Pesticides on the Farm, Agricultural Pollution Prevention Factsheet Series, author
- 1997 You Can Improve Your Drinking Water Well, Agricultural Pollution Prevention Factsheet Series, author
- 1997 Heating And Cooling Systems: Saving Energy (Home*A*Syst), Agricultural Pollution Prevention Fact sheet Series, author
- 1997 Farm*A*Syst Information Package, writing, layout and design, author
- 1997 Site Assessment, Georgia Farm*A*Syst, co-author L. A. Kelley, L.M. Risse
- 1997 Overall Assessment, Georgia Farm*A*Syst, author
- 1997 Hazardous Materials Storage, Handling and Waste Disposal, co-author, H. Hudson, L.A. Kelley
- 1996 What is Farm*A*Syst, Introduction to Assessments, author
- 1996 Georgia Farm*A*Syst, pamphlet, author

Bulletins *National Bulletins are Bolded*

- 1998 Editor all Farm*A*Syst Assessments developed through 8/16/99
- 1998 Hazardous Products Storage & Handling (FAS), co-author H. Hudson, L.A. Kelley
- 1998 Overall Assessment (FAS), author
- 1998 **Helping Local People Help Themselves, Targeting Under-served Audiences with Farm*A*Syst, National Farm*A*Syst Booklet**, co-author I. Camacho, J. Castro, L. A. Kelley, D. Knox, M. Morales, G. Negron-Rios, J. Pagan, S. Perez, R. Tony, S. Williams and J. Wright

Abstracts *National Abstracts are Bolded*

- 2004 ***Children's Environmental Health Partnership, Including the 1890s***, USDA-CSREES National Water Quality Conference, R. Williamson, L.A. McKinley, Clearwater, Fl., January 13, 2004
- 2003 ***Stream Restoration Training in the Southeast***, USDA-CSREES National Water Quality Conference, G. Jennings, B. Doll, E. Brantley, R. English, L.A. McKinley, Tucson, Az., January 12-15, 2003
- 2003 **Partnership and External Relations Sub-committee report**, USDA-CSREES National Water Quality Conference, T. Simson, L.A. McKinley, Tucson, Az., January 12-15, 2003
- 2002 *USDA/EPA, Partnership*, Stream Buffers & Wetlands Landscape Functions & Values to Our Waters, EPA Region 4 States Conference, L.A. McKinley, S. Carmichael, Athens, Ga., Sept. 5 - 7, 2002
- 2002 *EPA Ag Center*, Stream Buffers & Wetlands Landscape Functions & Values to Our Waters, L.A. McKinley, C. Roberts, G. Mortensen, EPA Region 4 States Conference, Athens, Ga., Sept. 5 - 7, 2002
- 2001 *Extension's Role in TMDL Development*, Sustaining Our Momentum, Southern Region Extension Water Quality Conference, Gulf Shores, Ala., Oct. 28, 2001
- 2001 *USDA - EPA Region IV, Working together to protect Georgia's Water*, Georgia Water Resources Conference, L.A. McKinley, S. Carmichael, Athens, Ga, March 26 - 27, 2001
- 2001 *EPA/USDA Liaison Partnership*, Sustaining Our Momentum, Southern Region Extension Water Quality Conference, Carmichael, Prud'homme, McKinley; Gulf Shores, Ala., Oct. 28, 2001
- 1999 *Watershed Stewardship Seminar and Farm*A*Syst*, Georgia Water Resources Conference, UGA, Athens, Ga., March 29-31, 1999
- 1999 *Watershed Stewardship Seminar*, Building Successful Partnerships in Water Quality, Raleigh, N.C., April 18-20, 1999
- 1999 ***Gwinnett Pilot Project, Farm*A*Syst***, Developing Watershed Solutions: Community Partners, North American Lakes

- Management Society, (NALMS), Clemson University, S.C., March 25, 1999**
- 1997 *Georgia Farm*A*Syst*, Southeastern Sustainable Animal Waste Management Workshop, Tifton, Ga., Feb. 11-13, 1997
- 1997 *Agricultural Pollution Prevention*, Georgia Water Resources Conference, Athens, Ga., March 20-21, 1997
- 1997 *Georgia Farm*A*Syst Improving Georgia's Water*, Georgia Water Resources Conference, Athens, Ga., March 20-21, 1997
- 1996 *Farm*A*Syst and Pollution Prevention, Sustainable Communities In Georgia*, Conference/ Environmentally Sustainable Communities National Town Meeting, Teleconference, , Atlanta, Ga., Feb. 26, 1996

Newsletters *National Newsletters are Bolded*

- 1999-2004 **Liaison Updates**, authored periodic summaries to EPA and Extension Staff, also web based
- 2002 Contributed and Reviewed, EPA Region 4 Non-point Newsletter
- 1997-2000 **Contributed and Reviewed, National Farm*A*Syst Newsletter**
- 1996-1999 Editor, Farm*A*Syst Today (quarterly)
- 1996-1999 Editor, Sustainable Times (bi-annual)

10. Media *National Media is Bolded*

- 2004 **Interviewed for Inside EPA, article on Environmental Justice and 1890 Landgrants**
- 2004 Interviewed for UGA College of Ag & Environmental Sciences recruitment video, represented environmental careers
- 2000-04 Web site Contributor and Review Extension Liaison Web page
- 2000-04 Web site Contributor Southern Region Extension Water Quality Page
- 2003 Web site Contributor and Review to EPA Region 4 Children's Environmental Health Web page
- 2000 Web site (Farm*A*Syst) Opportunities for Farm*A*Syst/Home*A*Syst in Watershed Planning Meeting,
- 2000 **National Poultry Waste Management Symposium, Ocean City, Md., Planning Committee, Co-Chair Publicity, Press Release, Magazine articles, Developed Website (CSREES), Prepared outreach list and completed mailings**
- 2000 Prepared with EPA outreach team - Drinking Water Packets for Agents for Safe Drinking Water Week, packets included, newsletter article, newspaper article and brochures and factsheets
- 1996-99 Web site Georgia Farm*A*Syst
- 1997 Developed Power Point presentation on Farm*A*Syst
- 1997 Developed Power Point presentation on Georgia's Direction for

1997	Home*A*Syst Developed Power Point presentation on Watershed Stewardship Seminar
1997	Press release for Pre-Drinking Water Week/Well Curbing Program, Gum Creek Hydrologic Unit, author
1997	Pre-Drinking Water Week/Well Curbing Demonstration Videoed and aired on WSB-TV, Atlanta; WALB - TV, Albany
1997	Interviewed for Drinking Water Week/Well Curbing, Cordele Dispatch
1997	Interviewed for National Farm*A*Syst Newsletter
1997	Interviewed Extension Article for Drinking Water Week, F. Peppers, Extension Editor
1996	Farm*A*Syst Adds Staff, co-author Kelley, Risse, Georgia Cattleman 24(2):32-34.
1996	National Drinking Water Week Program co-author Kelley and Henning, Madison County News
1996	Georgia Farm*A*Syst. Highlights co-authored Risse and Kelley, UGA Water Quality newsletter.
1996	Water Quality Program for Drinking Water Week, co-author L.A. Kelley, F. Henning, M.L. Risse

Curriculum

2004 Team	EPA Gallery at the Georgia Aquarium Curriculum, Development
2004 2003-04	Regional Mold & Mildew Curriculum, Review Team, reviewer Regional Mercury Outreach Materials and Training, Development Team, co-author K. Henkens, J. Atiles, L. McKinley
2002 Presentations, reviewer	Stream Restoration Training Manual and
2000 reviewer	University of Kentucky, Master Water Educator Curriculum,
1999 reviewer	Clemson University H2O Pontoon Classroom Materials,
1999	Site Assessment (FAS), co-author, L. West, W. Segars and L. A. Kelley
1996-1999	Editor to all Farm*A*Syst Publications

Other Media: *National Media is Bolded*

2000-04	Maintain Children's Environmental Health List Serve facilitates communication between state extension contacts, CSREES and EPA
1999-04	Maintain Region 4 Liaison List Servers, provide updates and information

to subscribers from CSREES, EPA and others that work with Liaison

2002 **Developed Poster Display Poultry Water Quality Consortium**

2002 **Developed Poster Display for EPA Ag Compliance Center**

2000 **Developed table top display highlights Partnership Between USDA & EPA through Liaisons**

1997 Developed table top display and posters that focus on the Farm*A*Syst

1997 Developed table top display and posters that focus on the Agricultural Pollution Prevention Program

1997 Developed table top display and posters that focus on the Watershed Stewardship Seminar

1997 Developed table top display and posters that focus on the Georgia Sustainable Ag Program

1997 All promotional material for the Watershed Stewardship Seminar, included poster, brochures and press materials

1997 Farm Bureau, Farm Monitor TV Show, watershed Stewardship piece, March 1998

1997 Farm*A*Syst Training Story Board

1996 Developed table top display and posters that focus on the Farm*A*Syst program and/or general information on the Pollution Prevention Assistance Division

1996-99 Maintained Farm*A*Syst List Serve, facilitated related information to Farm*A*Syst to partners and county staff working with the program.

11. Trainings Conducted:

2004 EPA Environmental Justice Opportunities, Atlanta, Ga., July 14, 2004, 28 participants from Landgrants, 3 from EPA

2004 Watershed Training for Agents, Part of Watershed Education Network, Hosted by Clemson University, Clemson, Sc., June 2-3, 2004, 36 participants from Southern Region States

2003 EPA Consolidated Grants, Atlanta, Ga., Dec 16, 2003, 32 participants

2003 Partnering For Fun & Profit Workshop, Combining Our Resources, Southern Region Water Conference, Ruidoso, N.M., organized material and put together speakers, key presenter, developed notebooks and support materials, October 20, 2003, 21 participants

2002 Housing/Build Environment - Florida Agent In-Service Training, Presentation on Children's Environmental Health Partnership, Ocala, Fla., Feb. 21-22, 2002, 28 participants

2001 Indoor Air Quality Tools for Georgia's Schools Training, Macon, Ga.,

- Feb. 6-7, 2001, presentation on partnership with EPA, 20-30 participants
- 2000 Opportunities for Farm*A*Syst/Home*A*Syst in Watershed Planning, AFC - Atlanta, Ga., April 10 -12, 2000; All 8 states in Region IV participated coordinated 2 day training (organized, developed all support materials, developed brochures, handled registration, all public relations, evaluation, etc.), 121 participants
- 2000 EPA Issues - Eatonton, Ga., June 8, 2000, District Agent Meeting
- 2000 EPA Programs - Ft. Valley, Ga., June 28, 2000, Georgia District Agent Meeting
- 2000 Florida Yards and Neighborhoods Agent Training, presentation - Feb. 1-2, 2000, 38 participants
- 2000 319 Grant Writing Training - Dahlenega, Ga., Jan. 25, 2000
- 2000 Upper Oconee 319 Grant - Madison, Ga., Feb.-March, 2000
- 2000 Dahlenega 319 Grant - March, 2000
- 2000 St. Johns County (FL) FYN 406 Grant - April - May, 2000
- 2000 KSB/Cobb Extension, Environmental Education Grant, Oct./Nov 2000
- 2000 Keep Your Well Water Clean - Farm*A*Syst Low Literacy Training (presented related EPA issues) Feb. 4, 2001 - Florida In-service Training
- 2000 Water Stewardship Seminar - Nov.16 - 17, 2000; Butts, Jasper & Newton Counties, Ga., 18-25 participants
- 1999 Farm*A*Syst Training - Tifton, Ga., July 26, 1999
- 1999 Agricultural Pollution Prevention - Eatonton, Ga., Extension Winter School agent training, Jan. 20, 1999
- 1998 Watershed Stewardship Seminar - Coordinator for regional workshops, Eatonton, Ga., March 11 - 12, 1998, ~80 participants
- 1998 Farm*A*Syst Training, Eatonton, Ga., Winter School, Jan. 20, 1998
- 1998 Adopt-A-Stream Training, Eatonton, Ga., Jan. 20 -21, 1998
- 1998 Sustainable Agriculture Training, Eatonton, Ga., Jan. 20 -21, 1998
- 1998 Farm*A*Syst Training, Eatoton, Ga., March 12, 1998,
- 1998 Farm*A*Syst Training, Tifton, Ga., March 18, 1998
- 1998 Farm*A*Syst Training, Statesboro, Ga., March 23, 1998,
- 1998 Farm*A*Syst Training, Griffin, Ga., March 31, 1998
- These four Farm*A*Syst trainings trained 174 NRCS, Extension and State staff*
- 1998 Farm*A*Syst Update Training, Ft. Valley, Ga., April 14, 1998, 53 participants

12. Professional Improvement - Programs Attended:

National:

1999-04 EPA National Ag Sector Contact Trainings, Workshops and Meetings
1999, 2000, 2002, 2004 USDA-CSREES National Water Quality Conferences
1998-02,04 Environmental Session, US Poultry & Egg Annual Meeting, Atlanta, Ga
1996-02,04 US Poultry & Egg International Trade Show, Atlanta, Ga.
2002 Clean Water Foundation EMS ½ day training with EPA, Atlanta, Ga., March 25, 2002
2002 Environmental Management Seminar, US Poultry & Egg Professional Development Series, Nashville, Tn., March 6, 2002
2001 National Biodiversity Education Leadership Institute, Orlando FL., Aug. 7-11, 2001
2000 National Poultry Waste Management Symposium, Ocean City, Md., October 15-16, 2000
1999 Agricultural TMDL Workshop (Tetra Tech), New Orleans, LA, December 14, 1999
1999 National Agricultural Conservation 2000, New Orleans, LA, December 15-17, 1999
1998 National Farm*A*Syst Meeting, Ft. Valley State University, Ft. Valley, Ga., March 10, 1998
1998 National Basic Farm*A*Syst Model Development Team Meeting, Athens, Ga., August 19-20, 1998
1998 National Basic Farm*A*Syst Model Development Team Teleconference, February 5, 1998
1997 Home*A*Syst "Kick Off Meeting" Teleconference, February 25, 1997
1997 Farm*A*Syst Teleconference, March 6, 1997
1997 Home*A*Syst National Kick-Off Meeting, Philadelphia, Pa., June 3-4, 1997
1997 Farm*A*Syst Teleconference to review the "Protecting Your Well Through a Farm & Home Assessment", July 1, 1997
1997 National Poultry Science Association Meeting, Athens, Ga, August 3-5, 1997

Regional:

2004 Watershed Training for Agents, Part of Watershed Education Network, Hosted by Clemson University, Clemson, Sc., June 2-3, 2004
2004 CSREES Nutrient Management Working Meeting, Southern region, Atlanta, Ga., May 4-5, 2004
2003, 2001, 1999, 1998 Southern Region Extension Water Quality Bi-Annual Conferences
2000-03 Children's Environmental Health Partnership Annual Meeting & Training, 2000-01 Atlanta, Ga. 2002 Raleigh, NC.

2003 Cofer Forum, Focus on Children's Environmental Health, Raleigh, NC., Oct. 8, 2003

2003 Southern Extension Water Quality Planning Committee, Dallas, Tx., Sept. 4-5, 2003

2002 Housing/Build Environment - Florida Agent In-Service Training, Ocala, Fla., Feb. 21-22, 2002, 28 participants

2002 Introduction to Stream Restoration, Using Channel Design Techniques, Jennings, Mobile, Ala., Feb. 4-6, 2002

2001 Visit to Mississippi State with Hilda Hatzell, EPA Region IV Confined Animal Feeding Operating contact, Starkville, Ms., coordinated and facilitate program on: Nutrient Management Planning Software; Mississippi State CAFO Meeting, EPA Proposed Regulations; and Children's Environmental Health Project Meeting, March 8, 2001

2001 Southeastern Watershed Forum, Atlanta, Ga., Aug. 15, 2001

2001 Southern Region Future of Agriculture Forum, Athens, Ga., Aug. 16 - 17, 2001

2001 Successful Coastal Environmental Programs: A Workshop for Extension and Sea Grant Professionals, Myrtle Beach, S.C., Feb. 27 - March 2, 2001

2001 Southern Meeting - Sustainable Agriculture Research and Education (SARE) / Sustainable Agriculture Working Group (SAWG), Chattanooga, Tenn., Jan. 18 - 20, 2001

2001 Pollution Runoff Conference - Urban Focus, EPA Region IV, Atlanta, Ga., Jan. 23 - 24, 2001

2001 319 Meeting for Tifton area watersheds, NESPAL, ARS, NRCS, meeting coordinator, ARS Southeast Watershed Office, Tifton, Ga., Feb. 9, 2001

2000 Alabama Agricultural Agents Association Meeting, Auburn, Ala., June 16, 2000

2000 Tribal Non-point Source Pollution Workshop, Region IV, Atlanta, Ga., Aug. 22-23, 2000

2000 Southeastern Watershed Forum, Roundtable, Birmingham, Ala., Aug. 24-25, 2000

2000 EPA Science Days, Atlanta, Ga., April 19, 2000

2000 Alabama Water Watch Annual Meeting, Auburn, Ala., June 17, 2000

2000 Pediatric Environmental Health Specialty Unit, Emory University Children Environmental Pediatric Health Region IV Working Group, June 23, 2000

2000 Commercial Poultry Issues Field Day, Coffee County Fair Grounds, Tenn., Aug. 4, 2000

1998 Southern Extension Water Quality Planning Committee, Raleigh, N.C., Sept. 28 - 30, 1998

1998 EPA Source Water Meeting, Atlanta, Ga., April 23, 1998

1997 Farm*A*Syst Meeting to expand the "Protecting Your Well Through a Farm & Home Assessment", Atlanta, Ga., March 11-13, 1997

- 1997 Southern Region Water Quality Conference "What Works, Water and Environmental Programing", Tulsa, Ok., April 5-8, 1997
- 1997 EPA Source Water Assessment and Protection Program, Stake Holder Meeting, Region IV, Atlanta, Ga., May 20, 1997

State/Local:

- 2004 Georgia Green Schools Planning Committee, Georgia Department of Community Affairs, Atlanta, Ga., July 27, 2004
- 2002 Public Service Conference - Bridging Research & Outreach for a Better Georgia and Nation, Athens, Ga., Jan. 31, 2002
- 2001 Georgia Environmental Education Alliance Conference, Columbus, Ga., March 2 - 3, 2001
- 2000 Fanning Lecture, Water Resource Management: A Critical Issue for Farmers and Rural Communities in the 21st Century, Athens, Ga., Nov. 14, 2000
- 2000 Landscape Workers Training in Spanish, Roswell, Ga., Nov. 29, 2000
- 1998 Piedmont Soil & Water Conservation District, Eatonton, Ga., Feb. 9, 1998
- 1998 47th Annual Georgia Milk Producers Meeting, Georgia National Fair Grounds, Perry, Ga., March 3, 1998
- 1998 Annual Public Service & Outreach Conference, Athens, Ga., Jan. 29, 1998
- 1998 Georgia Ag Roundtable, Atlanta, Ga., Feb. 10, 1998
- 1998 Georgia State Cattlemen's Association, Athens, Ga., Feb. 13, 1998
- 1998 Natural Resources Conservation Workshop Committee, Macon, Ga., Nov. 3, 1998
- 1998 State Ground Water Planning Committee, Atlanta, Ga., Nov. 10, 1998
- 1998 Jasper County Heritage Park Planning Committee, Monticello, Ga., Dec. 1, 1998
- 1998 Jasper County Extension Ag. Advisory Committee Meeting, Monticello, Ga., Dec. 1, 1998
- 1998 Public Servants Conference, UGA, Athens, Ga., Jan. 30, 1998
- 1997 Georgia Rural Water Association 8th Annual Training and Technical Conference, Jekyll Island, Ga., May 18-19, 1997
- 1997 Water Stewards Meeting (Agribusiness Council), Macon, Ga., May 27, 1997
- 1997 State Home*A*Syst Meeting for Potential Partner Organizations, Athens, Ga., June 30, 1997
- 1997 State Water Festival Planning Committee Meeting, Atlanta, Ga., July 29, 1997
- 1997 Georgia Chapter, Soil & Water Conservation Society, 41st Annual Meeting, Macon, Ga., June 25, 1997

- 1997 Household Hazardous Waste Prevention and Management Program (P2AD), Atlanta, Ga., July 24, 1997
- 1996 Georgia Whole Farm Planning Input Meeting, Eatonton, Ga., Feb. 15, 1996
- 1996 Georgia Environmental Organization Working Meeting, Atlanta, Ga., March 20, 1996
- 1996 Georgia Chapter of Soil and Water Conservation Society, Milledgeville, Ga., Oct. 25, 1996

13. Exhibits and Displays: *National Exhibits and Displays are Bolded*

- 2004 **Poultry Water Quality Consortium Exhibit, International Poultry Expo, U.S. Poultry & Egg, Atlanta, Ga., Jan. 28-30, 2004**
- 2003 **National FFA Convention, Career Expo, represented EPA Ag Advisor to the Administrator, Jean-Mari Peltier's, office. Exhibit, Louisville, Ky., October 29, 2003**
- 2002 Agriculture at the Zoo, Atlanta, GA, UGA Water Program/EPA Water Division Outreach, "Watershed Exhibit & Demonstration, April 13, 2002
- 2002 Earth Day, Campbell High School, UGA Water Program/KSB, Edible Aquifer Demonstration, Smyrna, Ga., April 22, 2002
- 2002 Stream Buffers & Wetlands Landscape Functions & Values to Our Waters, USDA/EPA, Partnership Poster Presentation, EPA Ag Center Poster Presentation; EPA Region 4 States Conference, Athens, Ga., Sept. 5 - 7, 2002
- 2002 **Poultry Water Quality Consortium Exhibit, International Poultry Expo, U.S. Poultry & Egg, Atlanta, Ga., Jan. 16 -18, 2002**
- 2001 Extension's Role in TMDL Development: Sustaining Our Momentum, Carmichael, Prud'homme, McKinley, Southern Region Extension Water Quality Conference, Gulf Shores, Ala., Oct. 28, 2001
- 2001 Georgia Water Resources Conference, Athens, Ga., USDA - EPA Region IV, Working together to protect Georgia's Water, poster - Carmichael, McKinley, March 26 - 27, 2001
- 2001 EPA/USDA Liaison Partnership, Carmichael, Prud'homme, McKinley; Sustaining Our Momentum, Southern Region Extension Water Quality Conference, Gulf Shores, Ala., Oct. 28, 2001
- 2001 **Poultry Water Quality Consortium exhibit, International Poultry Expo, U.S. Poultry & Egg, Atlanta, Ga., Jan. 16, 2001**
- 2001 Children's Environmental Health Exhibit, Greater Birmingham Children's Environmental Health Summit, Birmingham, Ala., Jan. 26, 2001
- 2000 **Poultry Waste Consortium Exhibit, UGA Exhibit, International Poultry Expo, Atlanta, Ga., January 19 - 21, 2000**
- 2000 **University of Georgia exhibits, International Poultry Expo, Atlanta, Ga., Jan.19-21, 2000**
- 2000 Water Education Program - Edible Aquifers, "Ag at the Zoo," Zoo Atlanta, Atlanta, Ga., March 26, 2000
- 2000 Water Education Program - Edible Aquifers, "EPA EarthFest," Centennial Olympic Park, Atlanta, Ga., April 7, 2000
- 2000 **Farm*A*Syst/Home*A*Syst, exhibits from Florida, Georgia and the U.S. Virgin Islands, National EJ Meeting, Atlanta, Ga. April 4-5, 2000**
- 2000 Water Education Program - Edible Aquifers, "Keep Smyrna Beautiful Exhibit, Smyrna Birthday Celebration," Smyrna, Ga., Aug. 5, 2000
- 2000 UGA Exhibit, Sunbelt Agricultural Exposition, Moultrie, Ga., Oct. 18-19, 2000

- 1999 Agricultural Pollution Prevention exhibit, Southern Region SARE (Sustainable Agriculture Research and Education Program) Meeting, Jekyll Island, Ga., Jan. 13 -16, 1999
- 1999 Farm*A*Syst exhibit, River Rendezvous, Athens, Ga., April 24, 1999
- 1999 **UGA exhibit and Poultry Water Quality Consortium exhibit, US Poultry & Egg - International Poultry Expo**, Atlanta, Ga., attended educational seminar (environmental issues), Jan. 21 - 22, 1999
- 1999 Sunbelt Agricultural Exposition, Moultrie, Ga., UGA and EPA exhibits, Oct. 20-21, 1999
- 1999 Small and Beginning Farmer Workshop - South Georgia, Tifton, Ga., participant, Farm*A*Syst/Ag. Pollution Prevention exhibit, July 27, 1999
- 1999 Small and Beginning Farmer Workshop - North Georgia, Gainesville, Ga., Farm*A*Syst/Ag. Pollution Prevention exhibit, Aug. 19, 1999
- 1999 Georgia Environmental Council (GEC) Legislative Reception, Southface Energy, Atlanta, Ga., Farm*A*Syst Exhibit, Jan. 27, 1999
- 1999 **Southern Landowners Outreach Conference**, Birmingham, Ala., Jan. 11 - 12, 1999
- 1999 Agricultural Pollution Prevention, Southern Region SERA (Sustainable Agriculture Research and Education Program), Jekyll Island, GA, Jan. 13 -16, 1999
- 1998 OCRM Southern Meeting, Farm*A*Syst Exhibit, St. Thomas, U.S. Virgin Island, Oct. 13 - 15, 1998
- 1998 Sunbelt Agricultural Expo, AgP2/Farm*A*Syst Exhibit, UGA Extension Tent, Moultrie, Oct. 19 - 22, 1998
- 1998 Winter School, Farm*A*Syst Exhibit, Rock Eagle, Eatonton, Ga., Jan. 20 -21, 1998
- 1998 Pollution Prevention and Farm*A*Syst Exhibit,(UGA) **International Poultry Expo**, Atlanta, Ga., Jan. 21 - 23, 1998
- 1998 Pollution Prevention Assistance Division Retreat, Farm*A*Syst/Ag.P2 Exhibit, Atlanta, Ga., July 22, 1999
- 1998 TAG Small Farmer Conference, Farm*A*Syst Training and Exhibit, Ft. Valley State University, Ft. Valley, Ga., Aug. 18, 1998
- 1998 Ag Showcase, Farm*A*Syst Exhibit, UGA - Griffin, Ga., Sept. 3, 1998
- 1998 Water Quality Festival, Training Site & Farm*A*Syst Exhibit, Morgan and Putnam County Schools, Madison, Ga., May 6, 1998
- 1998 Ribbon Cutting, Northwest Experiment Station, Farm*A*Syst assessment completed on site, Farm*A*Syst Exhibit, Sept. 24 - 25, 1998
- 1998 47th Annual Georgia Milk Producers Meeting, Watershed Stewardship Seminar & Farm*A*Syst Exhibit, Georgia National Fair Grounds, Perry, Ga., March 3, 1998
- 1997 USDA Research Station Open House/Farm Tours, Farm*A*Syst Exhibit, Watkinsville, Ga., April 16, 1997
- 1997 Organized Pre-Drinking Water Week/Well Curbing Program (farmer program), Gum Creek Hydrologic Unit, Farm*A*Syst Exhibit, Crisp and Dooley Counties, April 22, 1997

- 1997 Water Quality Festival, Training Site & Farm*A*Syst Exhibit, Morgan and Putnam County Schools and extension, Madison, Ga., May 7, 1997 (300 middle and high school students as well as the general public)
- 1997 Gwinnett Festival for Families, Earthfest Tent, Gwinnett Cooperative Extension Service, Farm*A*Syst Exhibit, Tripple Mill Park, Grayson, Ga., April 10, 1997
- 1997 Georgia Rural Water Association !8th Annual Training and Technical Conference, Farm*A*Syst Exhibit, Jekyll Island, Ga., May 18-19, 1997 1997 Farm*A*Syst Discussion and Exhibit, Agent Observation Day, Rock Eagle, Eatonton, Ga., April 17, 1997
- 1997 Agricultural Chemical Association, Georgia Plant Food Society and the Weed Science Society joint meeting, Macon, Ga., Pollution Prevention and Farm*A*Syst exhibit, Jan. 14-15, 1997
- 1997 Winter School, Eatonton, Ga., Farm*A*Syst exhibit, Rock Eagle, Jan. 14-17, 1997
- 1997 Pollution Prevention and Farm*A*Syst Exhibit, (UGA) **International Poultry Expo**, Atlanta, Ga., Jan. 23-24, 1997
- 1997 Georgia Environmental Council Legislative Reception, Atlanta, Ga., Farm*A*Syst material part of Pollution Prevention display, Jan. 29, 1997
- 1997 Southeastern Sustainable Animal Waste Management Workshop, Tifton, Ga., Poster Presentation Georgia Farm*A*Syst, Feb. 11-13, 1997
- 1997 EPA Water Video Conference, "Tools for Drinking Water Protection," Farm*A*Syst Exhibit, Athens, Ga., March 19, 1997
- 1997 Georgia Water Resources Conference, Agricultural Pollution Prevention Display, Athens, Ga., March 20-21, 1997
- 1996 International Poultry Exposition, Pollution Prevention and Farm*A*Syst booth, Atlanta, Ga., Jan. 24-26, 1996
- 1996 **Sustainable Communities In Georgia, Conference/ Environmentally Sustainable Communities National Town Meeting**, Teleconference, Farm*A*Syst and Pollution Prevention display, Atlanta, Ga., Feb. 26, 1996
- 1996 Gwinnett County Festival for Families, Farm*A*Syst display, Lawrenceville, Ga.
- 1996 Ag Showcase '96, Tifton, Ga., Agricultural Pollution Prevention

and

Farm*A*Syst display, June 29, 1996

- 1996 **INTERNATIONAL GEORGIA AGRICULTURE '96**
volunteer to display agriculture to 1996 Olympic visitors in Centennial Park, Atlanta, Ga., July 18 - Aug.8, 1996
- 1996 Ornamental Horticulture Open House, Griffin, Ga., Pollution Prevention display, Sept. 11, 1996
- 1996 Sunbelt Agricultural Exposition, Moultrie, Ga., Agricultural Pollution Prevention and Farm*A*Syst display, Oct. 15-17, 1996
- 1996 Farm*A*Syst/Pollution Prevention display, May 7, 1996

1996 Middle Georgia Outdoor Family Fest, Farm*A*Syst display, May
11,1996
1996 Georgia Power, Atlanta, Ga., Fulton Co. 4-H Field Day, June 1,
1996

14. Donations and Grants:

- 2004 EPA - Interagency Agreement (IAG) to support Regional Training through the Watershed Education Network and Storm Water Management Conference, **\$21,000**; Role: Principal investigator
- 2000-04 EPA - Interagency Agreement (IAG), Children's Environmental Health Partnership, **\$268,000**; Role: Principle investigator, *amended each year to continue program*
- 2000-04 EPA - Interagency Agreement (IAG), Lead Compliance, **\$340,000**; Role: Principle investigator, *amended each year to continue program*
- 2003 USDA-CSREES and HUD Grant, Healthy Homes Southern Region Asthma Education Project (with Auburn), **\$9,999**; Role: Co-principal investigator
- 2003 USDA-CSREES and HUD Grant, Creating Mercury Safe Homes Schools and Communities in the Southeast (With University of Kentucky), **\$9,999**; Role: Co-principal investigator
- 2003 USDA-CSREES 406 Grant (through Texas A&M), Watershed Education Network **\$38,700**; Role: Principal investigator
- 2003 EPA 104(b)(3) Grant Pond Creek Watershed in Tennessee, **\$150,000**; Role: Co-author
- 2002 Region 4 Watershed Project Managers Planning Meeting, Atlanta, GA, Arranged Presentation from Eve Brantley, Auburn, on Alabama Clean Water Partnership, Watershed Coordination, As a Result - **Secured EPA Watershed Funds \$20,000** for a Watershed Project in Pond Creek Tennessee lead by UT Extension
- 2002 EPA - Interagency Agreement (IAG) Regional Trainings on Stream Design **\$9,000.00**; Role: Principle investigator
- 2000 EPA - 319(h) Grant, Upper Oconee 319 - Watershed Protection Strategy to Implement Agricultural Best Management Practices (BMP's) In the Lower Lake Oconee Watershed, **\$551,250**, Role: Co-Author
- 2000 EPA 319(h) Grant, FY01 North Carolina Non-point State Workplan 319(h), Greg Jennings, NCSU Water Quality Coordinator, **credits** the Opportunities for Farm*A*Syst/Home*A*Syst in Watershed Planning Workshop **with securing this funding, \$175,000**
- 2000 USDA-CSREES - 406 Grant, Regional Water Quality Grant Proposal, Southern Region (includes all 8 States EPA Region IV as well as Region VI) **\$4,679,921**; Role: Contributed to the development of.
- 1998 EPA-PPIS Grant, Reduction of Nonpoint Source Surface Water Pollution from Urban Landscapes through Education and Training of Commercial Pesticide Applicators; **\$18,000**, Role: Principle investigator

1996 EPA - 319(h) Grant, Farm*A*Syst Development and Implementation,
\$204,245; Role: Author, Co-principle Investigator

15. Unsolicited Comments:

July 17, 2002 "Dear Bill and Tom, (Bill Cox and Tom Welborn, both EPA Section Chiefs Water Division) I want to acknowledge the outstanding help provided to me by Lisa McKinley in putting together the Stream Restoration Class on July 8th and 9th. The planning, advertisement, registration and all other logistics of the class did not come together until I got her involved. She was the catalyst. Her efforts were key in making the class a success." - Tony Able, Watershed and Nonpoint Section, EPA Region 4

July 11, 2002 "Dear Wayne (Garfinkel) and Lisa, Thank You so much for taking time out of your busy days to discuss the Region 4 Children's Environmental Health Network with us this morning. I continue to be impressed with how much you are accomplishing in the Southeast. We'll see what happens up here." - Sarah Van Tiem, **National** Program Manager Healthy Homes, University of Wisconsin

April 4, 2002 "It is great to meet and work with the Atlanta Tornado, that's what they call you around here." - Eric Norland, **National** Program Leader Forest and Natural Resources, USDA-CSREES" (**National**)

March 27, 2002 Comments for Lisa McKinley's Evaluation, to Review Committee

(Tyson, Segars, Risse, Smith)

"I just wanted to make a few comments on Lisa McKinley's performance from my point of view. Lisa is able to get advanced copies, or the only copies I ever see of some EPA policies on CAFO's, TMDL's, pesticides and other evolving issues that help me piece together what's happening with what the federal offices tell us (or don't tell us) here. I often forward her information to other regions and research committees since it is not available from any other source. She is the most plugged in of any of the EPA regional liaisons as far as influencing grant selection, involving state extension and experiment station directors and obtaining additional grant funds for states. She set the standard for a University liaison that other EPA regions are wanting and expecting in their regions. Other EPA regions have asked how they can get someone like Lisa for their region. She is especially helpful in trying to reach out to the 1890's since this is a group that EPA would like to work with. Limited tribal outreach is also helpful. EPA has a new emphasis on Hispanic outreach, so promoting materials from Puerto Rico, Florida and others, as well as low literacy materials are helpful to showcase to EPA. Her PowerPoint on CAFO's was

used to communicate the issue to our CSREES executive staff in a way that no other paper was able to get through. You are fortunate to have someone of her communication skills and trust level not only in the region, but up to Jean Marie Peltier (Ag Advisor to the Administrator) at the **National EPA** office. She is a great representative for the role of universities in working with EPA. You are lucky to have someone of Lisa's caliber in your region."

Mary Ann Rozum, National Program Leader for Water,
CSREES

March 29, 2001 constant	<p>"Thanks so much for this guidance on the grants, your support, and the great multistate partnership we have formed"</p> <p>Jorge Atilas, University of Georgia, Children's Environmental Health State Coordinator</p> <p>"Ditto from Alabama!!! And thanks for the extension on the final report." Laura Booth, Auburn, Children's Environmental State Coordinator</p>
Dec. 14, 2000	<p>"Dear Lisa: As co-worker/planner, I'm sending this note of "thanks" for your help in making our first-ever "Tri-county Water Stewardship Seminar" a success. I appreciate your spending time with us and providing vital information to policy makers and interested citizens of our area to help manage local and state water resources. As the County Coordinator here in Jasper County, I know I learned a lot about options for the resources of our growing community."</p> <p>Jean Walter, Jasper County Extension CEC/ANR</p>
June 6, 2000	<p>"Lisa I just wanted to thank you professionally for helping write the 406 grant. I appreciate your taking the time to pour over the Clean Water Action Plan and picking out parts that support the grant proposal's objectives. " Susan Williams, Program Specialist, University of Florida</p>

C. Job Description

Extension CSREES/EPA Liaison for EPA Region IV

Overview: The Extension/EPA Liaison for EPA Region IV is a regional position, responsible for establishing communication to enhance relations and facilitate partnerships between USDA- Cooperative State Research Education and Extension Service (CSREES), Environmental Protection Agency (EPA) and the eight 1862 land-grant universities and nine 1890 land-grants in the region. The eight states that the candidate works with are; Alabama, Florida, Georgia, Kentucky, Mississippi, North Carolina and South Carolina and Tennessee.

Duties: Leads in strengthening coordination and cooperation among Environmental Protection Agency (EPA) at the Regional and National levels, state environmental agencies, USDA- Cooperative State Research Education and Extension Service (CSREES), Cooperative Extension in the eight state region, other USDA agencies, agricultural chemical user groups, and related agricultural and water quality agencies. Identifies and provides related Extension educational materials to EPA and others as appropriate. Serves as liaison in identifying and communicating research, information, and education needs of Extension audiences to EPA and other appropriate organizations. Cooperates with state and federal agencies in development and implementation of integrated education and outreach programs in areas including pesticides, surface and groundwater protection, pollution prevention, endangered species, and other initiatives as assigned. **National Involvement Bolded**

See Dr. Garber's Cover Letter for a specific detailed explanation of this Regional position that is hosted at the University of Georgia.

Duties include but are not limited to the following;

1. Works with Southeast Extension Directors in Region IV to facilitate relationships between land-grant universities and the Environmental Protection Agency at the Regional and National levels.

Dr. Garber can provide a copy of the packet of materials presented at the April 5, 2004 Southern Region Directors Meeting, to long to include in this document.

2. Develops and coordinates multi-agency committees and workgroups to further cooperation to promote environmental protection and education.

COMMITTEES & WORKGROUPS: *include but are not limited to*

- ☐ Watershed Education Network
- ☐ 1890 Environmental Justice Workgroup
- ☐ Southern Region Extension Water Quality Committee
- ☐ EPA Region IV Ag Work Group
- ☐ **EPA National Ag Initiative Working Group**
- ☐ Region IV Children's Environmental Health Divisional Working Group
- ☐ **EPA National Non-point Outreach Working Group**
- ☐ **CSREES National Water Quality Pollution Prevention Theme Team**
- ☐ **CSREES National Conservation Title Workgroup**
- ☐ Southern Region Farm*A*Syst Advisory Member

*Specifics of these committees and workgroups are included in the Program Accomplishments, Letters of Reference and Supporting Information Sections of this document. **Identified in Blue***

3. Develops, plans and facilitates state, regional and national seminars, trainings and workshops to promote multi-agency cooperation to promote environmental protection and education.

MEETINGS PLANNED AND/OR HOSTED BY LIAISON: *include but are not limited to*

- ☐ Farm*A*Syst/Home*A*Syst in Watershed Planning Conference
- ☐ Southeastern Water Quality Coordinators Committee Fall Meeting
- ☐ **National EPA Ag Sector Contacts Meeting**
- ☐ **National Poultry Waste Management Symposium**
- ☐ **USDA-CSREES National Animal Waste Initiative Southern Workshop**
- ☐ Southern Region Extension Water Quality Conference - Sustaining Our Momentum

*Specifics regarding these meetings are included in the Program Accomplishments, Letters of Reference and Supporting Information Sections of this document. **Identified in Purple***

4. Writes, reviews, secures and manages grants relating to environmental protection and Extension.

LIST OF REVIEW PANELS *include but are not limited to*

- ☐ USDA-CSREES, Southern SARE Producer and Professional Development Grants
- ☐ **USDA-CSREES, Section 406 Water Quality National Grants**
- ☐ EPA Section 319(h) Grants
- ☐ EPA Strategic Ag Initiative Grants

See **grant section** for complete list and details as to the candidates level of involvement on each grant or interagency agreement and Supporting Information Section of this document for examples of actual grants and final reports.

IMPACTS:

☐ REACHED OVER 20 MILLION PEOPLE

*"Ms. McKinley played an integral role in all key facets of this project including assisting in the development of the scope of work, gaining and maintaining support and interest from all eight state programs, project management, implementation, promotion and evaluation. Her contributions include participation in bi-monthly conference calls with all state partners, meeting directly with the states to generate additional support, making numerous presentations and conducting three EPA State Partnership Conferences on Children's Environmental Health. **She has been extremely supportive of EPA's Children's Environmental Health Program and deserves credit in developing a program in the eight southeastern states that vastly exceeded my expectations.** It is a program that is considered a model for the rest of the country. She is very forthcoming about sharing her ideas and is extremely innovative in leveraging small amounts of resources to accomplish very worthwhile goals while earning the respect and appreciation of her colleagues at both Extension and EPA. Program accomplishments include the establishment of contacts in all the southeastern states that coordinate children environmental health training, education and outreach programs that have reached over 20 million people."*

Wayne Garfinkel, EPA Region IV Children's Environmental Health Coordinator

Letter included in Support Materials Section.

☐ WORK NATIONALLY RECOGNIZED BY USDA - CSREES, EPA AND USDA - NRCS

Ralph Otto, Deputy Administrator, USDA-CSREES promoted the use of a matrix the candidate developed which compared EPA's

proposed Confined Animal Feeding Operations (CAFO) NPDES permit requirements to the USDA – Natural Resource Conservation Service (NRCS) guidelines for a Comprehensive Nutrient Management Plan. *“This is the best explanation I have seen.”* This matrix was also distributed nationally by both EPA and USDA – Natural Resource Conservation Service (NRCS).

Nationally Recognized Work Identified in Orange
Materials included in Support Materials Section.

□ SECURED ~ \$6.8 MILLION DOLLARS

“The significance and impact of her work is excellent, as is evident in her resume. For example, she has chaired and secured funding for watershed education and has been involved in securing or administration of about \$6.8M in grants and donations.”

Richard Reynnells, USDA-CSREES, National Program Leader for Animal Systems.

Letter included in Section E: Letters of Recommendation and details regarding grants in Section B: Vita, subsection 14: Donations and Grants

□ EPA TURNS TO LISA FOR HER TECHNICAL EXPERTISE

*“EPA turns to Lisa for her frequently for her technical expertise, her broad knowledge and understanding of all water related issues and her excellent contacts in the world of agricultural research and education. ... She is an important contributor in the development of key documents related to EPA’s ag-related activities and in providing support to Adam Sharp, Acting Counselor to the Administrator on Agricultural Policy, volunteering to develop discussion pieces with **national impact and relevance.** ... Through her passion for advancing environmental protection and her tenacity she has been instrumental in helping to overcome barriers and forge alliances between EPA and USDA, and between EPA and the agricultural community. These alliances that Lisa helped build have increased EPA’s credibility and our ability to work cooperatively and effectively with USDA and the agricultural community.*

Ginah Mortensen, Director, EPA’s National Agricultural Compliance Assistance Center

Letter included in Section E: Letters of Recommendation

Additional Impacts are documented throughout this document.

The Farm*A*Syst/Home*A*Syst Coordinator

Overview: The Farm*A*Syst/Home*A*Syst Coordinator is housed in the College of Agricultural and Environmental Sciences Department of Biological and Agricultural Engineering. The position is responsible for statewide development, programming and coordination of these two federal programs that work to prevent pollution prevention, environmental protection and in-home environmental improvement.

Duties: The national program addresses environmental concerns such as surface water and air quality and to focus on all farm practices. The Georgia Farm*A*Syst package consists of 20 individual assessment documents that focus on specific areas of Water Quality, Storage and Handling Practices, Animal Production, and Land Management. Each of these assessments can stand alone as an individual document or be used with other assessments pertinent to the farm being assessed.

The Home*A*Syst program has been incorporated into the Farm*A*Syst program in two ways: Created two assessments that can be used by either a farmer or homeowner, these publications have been identified as Farm*A*Syst/ Home*A*Syst and in addition to the state Farm*A*Syst logo also show the national Home*A*Syst logo on the cover. Provide support for National Home*A*Syst materials at the state level.

Accomplishments:

Completed Publications (The candidate wrote, edited and produced):

Improving Drinking Water Well Condition

Improving Drinking Water for the Rural Resident

Household Waste Water

Management of Irrigation Systems

Pesticide Storage & Handling

Fertilizer Storage & Handling

Petroleum Storage & Handling

Hazardous Materials Storage, Handling & Waste Disposal

Layer Production

Broiler Production

Composting Poultry Mortalities

Dairy Production

Managing Pests on Cropland & Pastures

Site Evaluation

Overall Assessment

IMPACTS: More than 1,000 assessments were distributed, resulting in completion of more than 100 individual assessments. A survey conducted by the National Farm*A*Syst

office showed that Farm*A*Syst and Home*A*Syst have documented impacts. Cost benefit studies show that within six months of completing an assessment, participants have, on average, committed nearly \$800 in time and resources to prevent pollution.

*Farm*A*Syst Today*, a quarterly newsletter written, edited and produced by the candidate, highlights activities of the Georgia Farm*A*Syst program and has a subscriptions of over 300 farmers and agricultural professionals and can also be accessed through the World Wide Web.

D. Program Accomplishments

1. Base Programs

THE WATERSHED EDUCATION NETWORK

The Watershed Education Network (WEN) housed through the CSREES Southern Region Water Quality Program is a workgroup comprised of extension professionals and representatives from partner agencies such as EPA. The Watershed Education Network will be the premier program for watershed materials, outreach and education and training programs.

The Watershed Education Network will be the premier program for watershed materials, outreach and education and training programs and will build on the strength of its members by dividing into subcommittees that target programs based on a specific audience and their needs. These subcommittees allow the WEN members to focus on their areas of expertise and interest while providing programs that meet the needs of a wide array of audiences.

This program will:

- ☐ Provide a framework for watershed education programs.
- ☐ Complete an inventory of existing materials; identify gaps and needs and develop materials and programs need to fill in the gaps.
- ☐ Develop a series of training, workshops and camps that target specific audiences. These target audiences include Extension Professionals, Teacher and Educators, Watershed Professional & Volunteers, Youth, Local Government officials.
- ☐ Develop and Facilitate Programs (may include but not be limited to trainings in the following areas): Watershed Basics – What is a Watershed, Understanding regulations, Roles for citizens, agents and community groups to get involved at the Watershed level, Watershed Management, Stream Restoration and Volunteer Monitoring.

Candidate's role: chaired and secured funding

THE USDA-CSREES NATIONAL CONSERVATION TITLE WORK GROUP, CSREES HEADQUARTERS, WASHINGTON, D.C.

In 2002, The candidate represented the Southern Region Agricultural & Natural Resource Extension Program Leaders on the National USDA-Cooperative State Research, Education and Extension Service (CSREES) Conservation Title Workgroup. This workgroup developed and promoted a white paper outlining USDA-CSREES and the Land-Grant Universities' desired involvement in the Conservation Title of the 2002 Farm Bill. The white paper, *Cooperative Extension as a Partner in the Conservation Title of the 2002 Farm Bill*, was used by USDA-CSREES Administrators and Extension Directors when working with

House and Senate Representatives, the Department of Agriculture and NRCS.

Liaison developed a power point presentation used by USDA-CSREES national program leaders and administrators in presenting the paper at various meetings.

This white paper was the CSREES attempt to, as Carl O'Connor, ECOP Legislative Committee Chair, and Dean and Director, University of Wisconsin-Extension said in his July 2, 2002 memo, address the *"shortcomings of the conservation title"*.

"CSREES-USDA is well aware of the shortcomings in the conservation title, as is Rodney Brown, Deputy Under Secretary, REE-USDA. They are working to correct those, to the extent that the legislation allows. We need to understand the problems with the conservation title which resulted largely from last-minute Congressional interest, in an election year, in supporting incentive and cost-share payments to farmers and ranchers."

**THE SOUTHERN REGION EXTENSION WATER QUALITY
PLANNING COMMITTEE MEETING WITH THE NATIONAL EPA AG SECTOR
CONTACTS MEETING, NOVEMBER 4 - 7, 2003**

By holding these meetings during the same week it allowed interactions between the two Agencies, this format will serve as a model for future national meetings.

Ginah Mortensen refers to the impact of these tours in her reference letter.

Candidate's role: Planned and hosted meetings.

November 4 & 5, 2002 HOSTED SOUTHERN REGION EXTENSION WATER
QUALITY PLANNING COMMITTEE MEETING
Committee Chair, facilitated meeting, Atlanta, GA.
This meeting established the Liaison Advisory
Committee

November 4, 2002 WATER COORDINATORS, AG & NATURAL RESOURCE
LEADERS AND DIRECTORS FROM REGION 4 & REGION
6 LANDGRANTS AND EPA REGION 4
REPRESENTATIVES MEETING
Facilitated meeting, established Liaison Leadership
Team to Support the CSREES (Extension) / EPA
Liaison for EPA Region 4, Atlanta, GA

November 5, 2002 ORGANIZED AND HOSTED (WITH AUBURN,

UNIVERSITY OF GEORGIA AND UNIVERSITY OF
TENNESSEE) TOURS
for Southern Region Extension Water Quality
Planning Committee and the National EPA Ag Sector
Meetings

TOUR SUMMARIES

THE ALABAMA TOUR FOCUSED ON TWO THINGS

The success of multi-agency partnerships in Protecting Water Resources in Alabama.

Alabama's pro-active approach in addressing Animal Feeding Operations and the proposed AFO/CAFO regulations.

THE GEORGIA TOUR VISITED TWO SITES

Georgia Center for Urban Agriculture in Griffin, Ga - NESPAL in Tifton, Ga.

This tour addressed new and innovative approaches to both traditional production agriculture and agriculture that focuses on non-traditional urban issues. This tour also addressed multi-media issues including, water, air and waste issues.

THE CONASAUGA RIVER WATERSHED TOUR

Showcased a successful multi-state (Georgia/Tenn), multi agency grass roots Watershed Initiative The morning focused on BMP implementation on traditional southeast Poultry and Dairy operations. The afternoon focused on Forestry and address both Water and Air related issues.

November 6 & 7, 2002 HOSTED NATIONAL EPA AG SECTOR MEETING
Organized the Impacts, Benefits and Measures Panel,
picked up at airport Jean-Mari Peltier, Agricultural
Advisor to the EPA Administrator, Atlanta, GA

November 6, 2002 NATIONAL WATER QUALITY POLLUTION PREVENTION
THEME TEAM MEETING, Atlanta, GA

**EXPANDED THE CHILDREN'S ENVIRONMENTAL HEALTH PARTNERSHIP (CEH)
TO INCLUDE LEAD COMPLIANCE (CEH Partnership Highlighted in Innovative
Programs Section)**

Children's Environmental Health Lead Based Paint Regulatory
Compliance Assistance and Education Project IAG 58-60-01-99-8

This IAG expanded the base Children's Environmental Health Program
to provide outreach and compliance assistance and information to the
community and the public on the EPA regulatory requirements

associated with Lead-Based Paint. The key rules are the Lead Pre-Renovation Education Rule (40 CFR 745 Subpart E) and the Residential Lead-Based Paint Real Estate Disclosure Rule (40 CFR 745 Subpart F). North Carolina and Alabama also received additional funding to complete special projects in this area. The total amount of funds secured is \$240,000.

Candidate's role: Secured inter-agency agreement to increase funding.

GEORGIA STREAM BUFFER COALITION

The Georgia Stream Buffer Coalition is a group of state and federal agencies and non-profit organizations. The coalition began meeting in late 1998 with the purpose of increasing awareness and understanding of buffers among Georgia landowners, and accelerating the adoption of riparian buffers, filter strips and other conservation buffers across Georgia's working landscapes. The coalition is facilitated by the Upper Ocmulgee River Resource Conservation and Development Council, supported by an EPA 319 grant agreement to pursue the buffer promotion goals.

Candidate's role: Represented Extension's Pollution Prevention Program on the committee and contributed to the development of 319 grant outlined above.

2. Innovative Programs

Issue 1 - Children's Environmental Health Partnership

Situation: Health risks facing American children are rising at an alarming rate. Programs addressing the issue were varied and disjointed. There was a need for a comprehensive plan to address the situation.

Method/Response/Role: The candidate, working with a team of agency representatives, established the Interagency Agreement with CSREES to develop a regional awareness campaign for parents, teachers and community leaders to protect children from environmental health risks at home, school and play.

Program Summary:

The Children's Environmental Health Partnership is an Interagency Agreement (IAG) between EPA Region 4 and the Department of Agriculture - Cooperative State Research, Education and Extension Service (CSREES) for the purpose of working together to developing capacity within the states in Region 4 to increase awareness of concerns associated with environmental health hazards faced by our children. Parents, teachers and community leaders should have the opportunity to be provided with the information the needed to help protect children from environmental health risks at home, school and play.

The CSREES is already conducting education and outreach in the states which focus on Healthy Homes and Children's Health. Through their existing state and county education programs, education and outreach can be conducted effectively and efficiently. The established Home*A*Syst Programs at the land-grant University in each State are now networking with Region 4's Children's Environmental Health Program to support our education and outreach activities. In addition, the CSREES will now also help EPA with our compliance assistance activities for our lead program.

The State Cooperative Extension Coordinators have already started developing coalitions between the Health, Environment and Agriculture Departments in the State. The county extension agents in are provided with the training and materials required to support children's environmental health education and outreach. They are utilizing or adapting for their own purposes much of the available children's health education and outreach material developed by EPA (displays, newsletters, curriculums, videos, booklets, tip sheets, etc.).

IMPACT DETAILS:

"Program accomplishments include the establishment of contacts in all the southeastern states that coordinate

children environmental health training, education and outreach programs that have reached over 20 million people."

Wayne Garfinkel, EPA Region IV Children's Environmental Health Coordinator

2003 IMPACTS

- All eight states now partner with their 1890 Land-grant which multiplies the number of Researchers and Extension Professionals available to address children environmental health concerns. The 1890 Land-grants are states' historically Black institutions that usually focus their outreach efforts on minority and under-served audiences.
 - *For the past three years NC A&T faculty have served as co-coordinator for the North Carolina CEH program. In 2003, North Carolina hosted the NC Coffer Forum that focused on Children's Environmental Health Issues as well as the Regional Partner meeting.*
 - Kentucky actively involves Extension at both the University of Kentucky and Kentucky State University. The Extension Health Specialist at Kentucky State University serves as a member of the Kentucky Children's Environmental Health State Working Group.
- All eight states have incorporated programs and materials for Latino audiences.
 - Georgia partnered with Paul Guillebeau, Georgia's Integrated Pest Management coordinator, to develop a series of pesticides brochures that use child friendly IPM practices in the home. Brochures were developed in both English and Spanish. "Ayudeme! Cucaracha en mi Casa" is the first publication developed.
 - North Carolina Children's Environmental Health Work Group to conduct a training for Latino children and parents on potential Children's environmental health concerns in a rural, predominantly agricultural county. The program was so well received, county commissioners asked for additional programming.
 - A number of states have programs that address child care providers.
 - The Healthy Homes for Children program serves 100 home-based child caregivers each year targeted through the Nurturing Homes Initiative Program in Mississippi.
 - Tennessee developed an asthma curriculum based on research concerning what childcare workers know about asthma.
- A 2003 University of Georgia follow up evaluation of Healthy Family programs based on 47 responses received from the Housing and Environment extension program participants in 10 counties found that as a results of trainings the following results occurred:
 - *27% of respondents conducted a Radon test in their homes.*

- ☐ 52% of respondents reduced exposure of children to second hand smoke.
- ☐ 42% of respondents reduced number of asthma episodes by following the recommendations from extension.
- ☐ 37% of respondents tested children for Lead poisoning and/or reduced exposure to lead dust from lead paint.
- ☐ 52% of respondents reduced the amount of pesticides (bug sprays) used inside the home to control bugs, roaches or rodents.
- ☐ 33% of respondents disposed properly of mercury thermometers and/or thermostats to reduce potential poisoning
- ☐ 64% of respondents checked all heating & cooling systems each year to prevent malfunction and potential carbon monoxide poisoning
- ☐ 26% of respondents installed a Carbon Monoxide detector
- ☐ 55% of respondents reduced allergy symptoms or adverse effects of poor indoor air as caused by mold, dust mites, etc.
- ☐ 60% of respondents reduced Indoor Air Quality problems in their homes.
- ☐ 45% of respondents reduced Indoor Air Quality problems in their schools.
- ☐ 45% of respondents reduced Indoor Air Quality problems in their workplaces.

2002 IMPACTS

- ☐ All eight states have enhanced the outreach capabilities of their Children's Environmental Health State Work Group by holding regular meetings, conference calls and correspondences via e-mail list serves and mailings.
- ☐ All eight states have expanded delivery efforts to include multi-media efforts.
- ☐ Alabama, Georgia, Kentucky and Tennessee have all developed children's environmental health websites. Regional contact Lisa McKinley has also developed a web page that supports children's environmental health materials available through the Southern Region Extension Water Quality page, which is linked to the national USDA-CSREES water quality web page <www.usawaterquality.org>.
- ☐ South Carolina and Kentucky took part in state radio programs addressing children's environmental health.
- ☐ County agents and state staff supporting Georgia's Healthy Indoor Air program are credited with writing 23 newsletter articles and 21 newspaper columns, and contributing to 3 radio spots and 23 television shows throughout the state.
- ☐ Programs at Auburn University, the University of Tennessee and the University of Georgia have partnered with their Schools of Pharmacy to address asthma concerns in children. These are examples of the regional partnership's innovative efforts to expand the level of expertise and resources when promoting children's environmental health.

- In addition to each state's efforts that provide materials and support to counties across EPA Region 4, quarterly reports indicated 203 counties and the Cherokee Indian Reservation in North Carolina held local events such as health fairs, trainings and even the World's Greatest Baby Shower held in Henderson, Ky.
 - The World's Greatest Baby Shower distributed copies of Protect Your Child From Environmental Health Risk to 52 expecting mothers and 10 health care professionals. Two coordinators discussed significant risk to children's health in water and indoor air quality that can be found in the home childcare environment.
 - One-on-one support was provided to 60 home-based childcare givers in 12 Mississippi counties through the Mississippi Nurturing Homes Initiative.
- All eight states developed exhibits that addressed an array of children's environmental health concerns.
 - All states have continued to have programs that address the needs of under-served and limited resource audiences.
 - Six 1890 Land-grant Institutions are now involved in Children's Environmental Health Partnership efforts.
 - Florida, working with the Housing Coalition, has established the Renter Power Program. This program was developed to meet the need to educate low literacy tenants of environmental concerns in affordable housing.
- All eight states actively promoted October as Children's Environmental Health Month. Example activities include:
 - Alabama - Governor's proclamation for Children's Environmental Health Day issued and environmental health training held for day care and health care providers in Montgomery.
 - Georgia - Multiple news articles, radio programs and television broadcasts, include an indoor air quality program on TV 23.
 - Kentucky - Public Service Announcement CD packet with eleven 30-second pre-recorded spots produced and distributed to 125 radio stations
 - South Carolina - Children's Environmental Health exhibit distributed educational materials at the State Fair, which drew more than 40,000 attendees.

2001 IMPACTS

- The first EPA Region IV Children's Environmental Health Partnership Conference hosted by the University of Georgia took place in Atlanta, Ga. In addition to spotlighting state successes, 64 children's health professionals received training in Lead Compliance Assistance and the Mercury in Schools Program developed by the University of Wisconsin Extension.
- All eight states in EPA Region IV designated an Extension professional to serve as state contact to promote Children's Environmental Health activities at the state level. Each state now has a Children's Environmental Health State Working Group which includes but does not limit representation to representatives from the State's Departments of Agriculture, Environment and Health. This allows EPA Region IV to work

- with both the State's Extension Programs as well as each state's Departments of Agriculture, Environment and Health.
- Each state has developed a state specific Children's Environmental Health Resource List which is available to the general public upon request through each state's land-grant University's Extension Service or System.
 - States reported that over 2,500 school personnel (administrators, teachers, nurses and janitorial staff), students, parents, senior adults, public health officials, daycare professionals, home based child care providers, nurses, social workers, extension agents and state extension specialist received training in one or more areas relating to Children's Environmental Health at the more than 70 trainings supported by this grant.
 - All eight states had programs and materials that addressed the needs of under-served audiences. Specific programs addressed low-income, Latino and Native American audiences.
 - "E-Hazards: They're Out There" E-Hazards...what are they...and what can we do about them?
 - This Telly Award-winning video and booklet produced by EPA Region 6 follows joint investigators Wolf and Lana as they carry out their mission to help protect children's health. The partnership distributed 772 videos and 3316 booklets at trainings, health fairs and in-school programs.

Issue 2 - Watershed Education Network

Situation: Materials exist for watershed education, but an inventory has not been completed. Materials vary from program to program and agency to agency. Interest is high among natural resource professionals, county extension agents, local watershed representatives, and other for science-based training that will improve their ability to communicate issues related to water quality. However, training to address this interest is limited and disconnected.

Method/Response/Role: Working with a cross-section of agencies and universities, the candidate served as coordinator, general public education, inventory and partnership leader to develop a framework for watershed education programs. The group worked to complete an inventory of existing materials, identify gaps and needs, and to develop new materials and programs to support watershed education efforts.

IMPACT:

To date the group has developed and presented a seminar on Stormwater Management Using Locally-based Planning Tools in Griffin, Ga.; Introduction to Stream Restoration Using Natural Channel Design in Athens and a Stormwater BMP Academy in Athens. Over time, the group expects to enhance regional and multi-agency collaboration for watershed education program development and delivery as indicated by resource identification, assimilation and sharing; conduct over 20 trainings that will result in improved accessibility of the land-grant university's water quality knowledge base to agricultural and rural communities as demonstrated by testing, survey or similar evaluation

and reduce non-point source discharge to surface and ground water resources based on local or state level data in target watersheds.

Issue 2 – EPA Environmental Justice Program and Extension Partnership

Situation: Environmental Justice is an integral part of Region 4's mission. The Region, states, tribes, and affected communities work together to ensure equitable environmental and public health protection through effective implementation of policies and procedures. In the southeast, the Environmental Justice and Community Liaison Staff Office is responsible for integrating environmental justice into the region's programs, policies, and procedures. Also, the Office promotes the integration of environmental justice into local, state, and federal government programs, policies, and procedures. In addition, the Office encourages stakeholder involvement in environmental justice by providing workshops, training, and information. This office does a great job at reaching urban communities but isn't always able to address the needs of rural communities. Since the 1890 Land-grant universities target similar underserved audiences it a natural fit for EPA to partner with Extension.

Method/Response/Role: Building on the 2004 Collaborate Conference that brought representatives from the 1862, 1890 and 1994 Land-grant institutions a meeting was planned between EPA and interested institutions to discuss establishing a partnership to address the needs of rural under-served/environmental justice communities.

IMPACT:

As a result of this meeting plans are underway to finalize a formal agreement that will allow EPA and Extension to partner in the area of Environmental Justice. Common areas of overlap have been identified and partnership opportunities have been established. Alabama A&M has with the support of the candidate developed a proposal to get surplus EPA computers to minority community based programs in Alabama. An interagency agreement is currently being drafted to be signed by EPA and Extension administrators later this year. EPA is exploring means of allocating monies to 1890 Institutions through an Interagency Agreement (\$80,000 has been requested by the EJ Office). The 1890 Landgrants have submitted a USDA-CSREES 406 proposal (requesting \$100,000) that will benefit this effort. Collaborative trainings are schedule to be held later this year.

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Job Title: Special Assistant, GS-0301-13
Agency: Environmental Protection Agency
Job Announcement Number: RTP-R4-MP-2014-0012

[Go to section of this Job:](#) [Print Preview](#)[Agency Contact Info](#)

Job Announcement Number:
RTP-R4-MP-2014-0012

Control Number: 356706100

This position is closed and no longer accepting online applications through USAJOBS.

The contents of the announcement can still be viewed.

SALARY RANGE: \$85,500.00 to \$111,148.00 / Per Year
OPEN PERIOD: Thursday, December 05, 2013 to Thursday, December 26, 2013
SERIES & GRADE: GS-0301-13
POSITION INFORMATION: Full-time - Temporary promotion not-to-exceed two years
PROMOTION POTENTIAL: 13
DUTY LOCATIONS: 1 vacancy - Atlanta, GA [View Map](#)
WHO MAY APPLY: Current permanent EPA employees in Region 4 with competitive status and CTAP eligibles.

The vacancy announcement has been amended to modify one of the key requirements stating the position does have portable work and the selectee may be eligible to telework.
Public Trust - Background Investigation

SECURITY CLEARANCE:
SUPERVISORY STATUS: No

JOB SUMMARY:

[About the Agency](#)

This position is located in Region 4, Office of Policy and Management, Immediate Office, in Atlanta, GA. For more information on this office, visit their website: <http://www2.epa.gov/aboutepa/about-epa-region-4-southeast>

KEY REQUIREMENTS

- You must submit resume and required documents(See How to Apply).
- If you are selected, a pre-employment background check is required.
- You may be required to travel 1 to 5 days per month.
- This is a temporary position. See Other Information on assignment limits.
- Position has portable work and selectee may be eligible to telework.

DUTIES:

You will:

- Review proposed policies for completeness of analytical evaluations and for coordination within EPA and with other outside stakeholders.
- Identify program issues which involve particularly difficult or sensitive decision-making actions arising in Region 4 related to regulatory policy, science, technology, and/or legislative mandates.
- Serve as the liaison between the Divisional program offices.
- Review, critique, edit and originate briefing papers, articles, speeches, or other communications ensuring they are consistent with the concerns of the Regional management and pertinent Agency policies.

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QUALIFICATIONS REQUIRED:

You do not need a degree to qualify for this position.

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To qualify for the GS-13 level, you need to have at least one year of full time experience defined as interpreting administrative guidance and conducting analyses to ensure compliance with agency policies, regulations and/or laws; working with program managers with conflicting opinions to reach a consensus on priorities, analyses and/or conclusions.

Your answers to the on-line assessment will be used to evaluate your competencies in the following areas:

1) Knowledge of agency program goals and objectives; 2) Skill in written communication; 3) Skill in strategic planning; 4) Skill in designing and conducting comprehensive management studies; 5) Skill in problem solving; 6) Skill in building relationships with internal and external customers; 7) Knowledge of key administrative functions; 8) Ability to analyze and evaluate information on issues impacting the Region.

This position is designated as Low Risk and requires a background investigation. Unless an appropriate background investigation is already on record with the Office of Personnel Management, you must undergo a background investigation.

You must meet time in grade requirements no later than 30 calendar days after the closing date of this announcement.

HOW YOU WILL BE EVALUATED:

We will review your resume and required documents to ensure you meet the basic qualification requirements. Your resume must address the knowledge, skills, and abilities listed in the Qualifications Section. If you meet basic qualification requirements, your application will be further evaluated based on your answers to the on-line assessment. Your responses to the on-line assessment will be used to measure the degree to which your background matches the requirements for the position and an applicable score assigned.

We will compare your resume and supporting documentation to your responses on the assessment questionnaire. If you rate yourself higher than is supported by your application materials, your responses may be adjusted and/or you may be excluded from consideration for this job. We will evaluate your qualifications and eligibility and notify you if you meet minimum qualification requirements.

NOTE: We do not require a separate statement responding to the competencies, also referred to as Knowledge, Skills and Abilities (KSAs). However, your resume should clearly show possession of these competencies.

To preview questions please [click here](#).

BENEFITS:

You can review our benefits at:

<https://jobs.mgsapps.monster.com/epa/vacancy/preview!benefits.hms?orgId=1&jnum=57269>

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OTHER INFORMATION:

This information is used to determine your qualifications for employment. The use of this information is authorized under Title 5 USC, Sections 3302 and 3361.

If you have part-time work experience, read this: (http://epa.gov/ohr/ezhire/vacancy_requirements.htm)

If you are selected, travel, transportation, and relocation expenses will not be paid by EPA. Any travel, transportation, and relocation expenses associated with reporting to work in this position will be your responsibility.

If you are selected, you will serve in either a temporary promotion or a detail. If this position is at a higher grade than your current grade, the assignment will be a temporary promotion. If you are already at the same grade as this position, your assignment will be a detail. While on the detail, your salary will not change.

Management may make multiple selections from this vacancy announcement. If multiple selections are made, each selectee will serve a six month rotation in this position.

A temporary promotion will be processed for a period not to exceed six months. A temporary promotion may be extended without further competition up to a total period of two years for all selections from the vacancy announcement. If you are detailed, the detail will be not to exceed 120 days, and may be extended up to a total period of two years for all selections from the vacancy announcement.

You may be returned at any time to the position from which you were temporarily promoted or detailed, or to a different position of equivalent position and pay.

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HOW TO APPLY:

You are strongly encouraged to read the entire announcement before you submit your application for this position.